



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		GOVT. J. BUANA COLLEGE
• Name of the Head of the institution		Prof. J. ZOREMA
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03722324634
• Mobile No:		8794061613
• Registered e-mail		govtjbc@gmail.com
• Alternate e-mail		iqacgjbc@gmail.com
• Address		BAZAR VENG
• City/Town		LUNGLEI
• State/UT		MIZORAM
• Pin Code		796701
2.Institutional status		
• Type of Institution		Co-education
• Location		Semi-Urban
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	MIZORAM UNIVERSITY
• Name of the IQAC Coordinator	Dr. VANLALHLANI RALTE
• Phone No.	03722324634
• Alternate phone No.	9436147140
• Mobile	9436147140
• IQAC e-mail address	iqacgjbc@gmail.com
• Alternate e-mail address	govtjbc@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://jbc.edu.in/wp-content/uploads/2021/09/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://jbc.edu.in/academic-calendar-odd-2021/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.68	2007	22/12/2022	21/12/2014
Cycle 2	C	1.85	2015	15/11/2015	15/11/2020
Cycle 3	B	2.27	2021	26/10/2021	25/10/2026

6.Date of Establishment of IQAC**10/04/2008****7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	NA	NA	NA	NA

8.Whether composition of IQAC as per latest NAAC guidelines**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Preparation of the annual IQAC plan and Academic Calendar	
The IQAC, in its quarterly meetings constantly reviews the strategies and processes in practice in order to enhance the quality of the processes in force.	
The IQAC obtains semester-wise students' feedback on faculty and courses on a 5 point scale of 10 parameters. The students' feedback on faculty is conducted confidentially by the IQAC coordinator. The feedbacks are analyzed and wherever considered necessary, the Principal interacts with the individual teachers with regard to their feedback and encourages them to improve upon gaps as reflected in the feedback. The Heads and Faculty discuss the students' feedback on the courses with the teachers and evolve strategies to utilize the feedback for improving the quality. Besides, individual teachers, on their own, take necessary corrective measures which are based on the feedback.	
The IQAC has initiated student mentoring and counselling through the Mentor-Ward system to improve the work culture of the students and to create a better relation between staff and students. Each faculty is assigned a number of students whose academic progress and well-being he/she has to monitor. Students' academic progression is monitored by maintaining a Student's Profile Booklet for each student which is updated regularly. Mentor -Ward meetings are conducted at regular intervals. Mentor -Parent}Guardian meetings are also conducted to facilitate parents' and guardians' involvement in the students' academic progress. Students with problems are	

counselled and given encouragement and assistance.

The IQAC has recommended a common work planner to be used by all faculty members and monitors the functioning of the faculty for effective teaching-learning and strive for quality education.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Orientation programme	Orientation Programme was organised to acquaint the new students with the rules and regulations of the college, the Choice Based Credit System, the students' role in the teaching-learning process, and also to motivate them to achieve success. Teachers were assigned different topics considered essential for students. The practice has resulted in improved discipline, academic performances, teacher-student relationship and has resulted in an overall improvement in various aspects of campus life.
2. Mentor -Ward System	Student mentoring and counselling through the Mentor-Ward system was initiated. This helped in building better teacher-student relationship. Each faculty is assigned a number of students whose academic progress and well-being he/she has to monitor. Students' academic progression is monitored by maintaining a Student's Profile Booklet for each student which is updated by the teacher.
3. Parent - Teacher meeting	Parent-Mentor/Teacher Meetings were conducted by each department to facilitate parents' and guardians'

	involvement in the students' academic and overall progress
4. Preparation of Academic calendar	Academic calendar for the academic year was prepared
5. Feedback system	Students' feedback on faculty and courses on a 4 point scale of 10 parameters was obtained. Feedbacks were also obtained from the Parents and Student Satisfaction Survey was also conducted. The students' feedback on faculty was conducted confidentially by the IQAC coordinator. The feedbacks were analysed and wherever considered necessary improvements were made upon gaps as reflected in the feedback. The Heads and Faculty discussed the students' feedback on the courses with the teachers and evolve strategies to utilize the feedback for improving the quality.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2019	22/02/2019
Extended Profile	
1. Programme	

1.1	123
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	482
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	129
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	112
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	40
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	45
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	17
4.2 Total expenditure excluding salary during the year (INR in lakhs)	13.12
4.3 Total number of computers on campus for academic purposes	34

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curricular aspects and courses of Government J Buana College are governed under the guidelines and ordinances of the affiliating university, i.e. Mizoram University. Under this, the college ensures effective implementation of courses- prescribed curriculum as well as add on courses for maintaining academic standards and quality. Since the introduction of CBCS by Mizoram University in all UG level (w.e.f 2015-2016).

- The academic year begins with on- line orientation classes for students.
- The college time-table, internal and external marks weightage and evaluation are communicated within the college at the beginning of each new semester.
- Faculty meetings are conducted at the beginning of the new semester for college updates, academic calendar, information and review of the last semester results.
- During the sessions, the faculty members employ teaching/ learning platforms like Webex, Google Meet, Google Classroom, PowerPoint slides, videos and other virtual facility.
- The college library facilitates proper study materials as well as computer center with internet connectivity. Presently the

library is equipped with SOUL 2.0.

- Departmental committees held meetings randomly to certify completion of syllabus, scrutinizing students' attendance and internal marks evaluation.
- The college undertakes mentoring system to track and regulate individual student's progress and performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- Government J Buana College has an academic committee comprising of the Heads of every department meeting at regular intervals.
- The academic calendar of the college is prepared by the IQAC each new semester. This academic calendar is prepared on the basis of academic calendar of the university and college academic plans consisting of dates of tentative internal assessments tests, semester exams, internal marks submission dates, college functions and activities as well as holidays. The academic calendar are disseminated and displayed in the college website each session.
- Internal Tests (CIE) are conducted twice in each semester by the examination board in accordance to the Academic calendar.
- The orientation class undertaken every start of a new academic year is crucial in conveying the examination system, CBCS and grading system to students.
- Internal assessments have been structured to maintain uniformity, transparency, quality and academic standards.
- Continuous Internal Evaluation is carried out through on- line presentations, assignments/ projects, on- line group discussions and on-line tests.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

02

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

482

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

257

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- The institution follows a compulsory EVS subject in the fourth semester for all students. Apart from this, the geography department syllabus contains environmental studies. The NSS team and ECO Club in the college took initiatives in environmental awareness through multiple programs.
- Equal Opportunity Cell under the college functions in taking initiatives in gender sensitization programs. The cell undertakes legal awareness program under gender issues. Moreover, some courses incorporate gender studies in their syllabus such as the department of English and Political Science.
- In order to administer proper law and order in the college, there is a functioning Legal Cell to take up matters on such issues. This cell focuses on executing discipline, decorum and law and is available for consultations.
- The college took certain initiatives through the Career

Counseling and Placement Cell like personality development programs for all students, skill development and entrepreneurship courses etc. There is also an active Evangelical Union formed by students to help each other in need. In order to nurture our roots, and perpetuate our tribal identity, there is a Cultural Club functioning inside and off campus.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

18

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://jbc.edu.in/students-feedback-sss/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

260

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

20

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution is student-centric rather than teacher-centric. Each teacher is assigned as a mentor to a group of their core students and a Student's Profile Booklet for each individual student is maintained by the mentor. Thus, slow learners and advanced learners are identified.

SLOW LEARNERS

1. Remedial classes, extra lectures and informal tutorial classes are organised for slow learners.
2. Teachers are available for enquiry via mobile phones and at their homes. Students' home visits are also organized by the teachers.
3. Spoken English classes are held for those who are weak in English.
4. Slow learners are encouraged to sit with advanced learners in the classrooms.
5. Teaching methods include learning by doing, experimental method, and dramatization project method. Audio-visual aids, repetition and revision are emphasised for further development.

ADVANCED LEARNERS

1. Supplementary/extra reading materials are provided to the students.
2. Students are encouraged to read/study reference materials and journals available in the library.
3. Students are encouraged to make use of computer centres and internet facilities.
4. Counselling services are organised by the Career Counselling and Placement Cell.
5. Students are encouraged to be active in co-curricular activities.
6. Students are encouraged to learn another language, Hindi.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
482	40

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching-learning processes in the institution are student centric and conducive to facilitating the overall growth of the students. The college encourages experiential learning where students learn through observation and interaction. The institution organises annual excursions and study tours to different places of historical, economic, literary, political, and geographical importance. Departments also conduct field study trips where they conduct research related to their area of study. Students also participate in National Integration Camps which broadens their horizons and their outlook.

Activities like Cleanliness Drives and sanitation programmes sensitise students on the importance of proper waste management systems. Maintenance of the institution's plantations inculcates in them the need to create a sustainable ecosystem to improve their own lives. Students take part in a number of events organised by various departments of the Government of Mizoram on topics like Health and Sanitation, Voter Awareness, Cyber Laws related to Women's Rights, Vigilance Awareness, Fire Prevention and a host of other topics. They also take part in competitions organised by NGOs. Ek Bharat Sheshtra Bharat (EBSB) club has proved to be invaluable in promoting knowledge about other cultures.

The final year students of the college are required to attend personal development classes included in the weekly timetable. The institution encourages collaborative learning and adopts such learning strategies like pair and group assignments, group presentations, group projects, and class discussions.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution uses ICT enabled classrooms for advancement, enhancement and support of the delivery of curriculum. All the classrooms are ICT enabled. Tools like projectors for PowerPoint presentations and audio-visual aids are used in the classrooms. They are also equipped with audio-visual equipment like amplifiers, speakers, and microphones.

Free Wi-Fi facility is available for all the students within the campus as well as to the staff in the faculty room, administrative office and seminar hall. The seminar hall is also equipped with a smart podium.

The college is also well equipped with a computer laboratory to cater to the digital and technological needs of the students. The computer laboratory is used, in collaboration with NIELIT, for classes on Course on Computer Concepts (CCC). 22 computers are available for use and the room is detached from the rest of the college buildings. The language laboratory, which functioned

independently for a number of years, was merged with the computer laboratory in 2019.

Students are encouraged to tackle their assignments, projects and presentations using the ICT. This motivates the students to give their best and at the same time enables them to think critically and be innovative and creative.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

40

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

497

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Institution makes sure that students are aware of the Internal Assessment Examination evaluation process through the college prospectus which is updated annually. They are also made aware of the same during the Orientation programme conducted at the beginning of the new academic session. At the commencement of the new session, teaching plans are made and discussed along with the mode of Continuous Internal Evaluation. Students are also notified of the process in their classrooms during lectures as well.

The IQAC prepares the dates of the commencement of the Internal

Assessment Examination while preparing the Academic Calendar, which is included in the prospectus. This is then executed by the Examination Board. The Examination Board fixes the schedule for the examination and appoints teachers as invigilators for the same. Information on the schedule of examination is given to the teachers two weeks before the start of the examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Correction in marks and re-evaluation is done by the Examination Department, Mizoram University. Students with complaints need to apply to the university to have their marks re-evaluated. The role of the institution in this matter is to guide the students through the process and this is done by the administrative office of the college. For errors in internal marks and for students erroneously being marked absent in the marksheet, the institution promptly sends the duly certified internal marksheets and attendance sheets to assist the Examination Branch of the University in correcting discrepancies. Since Attendance and internal marks are calculated by each department, each Department Committee under the chairmanship of the Head of Department addresses all grievances related to internal assessment marks and attendance marks. The committee promptly rectifies any errors related to attendance and internal assessment marks of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://jbc.edu.in/students-grievances/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college website details the mission and objectives as well as the course outcomes for all programmes offered by the institution. The prospectus also contains the learning objectives, outcomes and a description of the methods of assessment, details of the procedures,

the tools used to assess student progress and achievement, and facilities available in the library. A Help Desk, manned by the teaching faculty, is provided during the admission. Orientation programmes are organised by all the departments at the commencement of each academic year where detailed explanations of the courses, the continuous assessment method and process, and attendance requirements are given to the new students. Students are also informed of the Add-on classes available in the institution.

At the Parent-Teacher meetings, parents/guardians are briefed about their children's/ ward's participation in academic activities and the extent to which they have benefitted from the programmes. Mentor-Ward meetings are also held at frequent intervals where teacher and student sit down together to track the student's academic progression. Departments also provide students with test and assignment schedules, deadlines and marking criteria in advance so that students understand the programme requirements and map their own progression towards achieving the expected outcome of the programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://jbc.edu.in/course-outcome/
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The levels of attainment of Programme outcomes and Course outcomes are evaluated by both direct and indirect methods. Since the semester examinations are conducted by Mizoram University, the role of the institution as an affiliated college is to take part in the central evaluation. Accordingly, a number of teachers are involved in this evaluation process every semester.

The Examination Board of the college takes charge of the conduct and evaluation of internal examinations and also ensures transparency in the evaluation process. After evaluation, the students are given the opportunity to air any possible grievances. The marks and monthly attendance percentage of the students are also displayed on the notice board.

The IQAC provides detailed result analysis data on student

examination results. The analysis also highlights the strengths and weaknesses of the institution in that particular examination. This detailed analysis is discussed in the result review meeting of the teaching faculty and the Principal. Department meetings are also held to evaluate departmental performances.

The institution maintains an Alumni Profile which keeps track of the post-college endeavours of the alumni. This helps in evaluating the programme and course outcomes in terms of Higher Education and employment status.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://jbc.edu.in/course-outcome/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://jbc.edu.in/wp-content/uploads/2021/10/Leitlang-Dingdi-Edition-XX.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://jbc.edu.in/students-feedback-sss/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

08

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The extension activities of the institution are conducted with a view to empower the marginalized sections of the society and to make positive impact on the progress of the society as a whole

Regular cleanliness drives are conducted in the college premises.

The college maintains four roadside plantations on the Aizawl-Lunglei World Bank Road. Weeding of the plantation and nurturing of the trees is done regularly. The college was awarded Thingphun Enkawl Zui Tha (Best maintenance of plantation) on 11 June 2021 by Lunglei District Green Mizoram Committee 2021.

Blood donation Camps are organized by the NSS unit of the college. The college was awarded the 1st Prize for "Most Blood Donated by an Institution" during the period June 2019- Sept. 2020 by the Association for Voluntary Blood Donation (AVBD), Lunglei District. The college donated 212 units of blood during the said period.

The college has adopted Mausen, a village on the outskirts of Lunglei town. Faculty and students have made regular visits to the adopted village conducting health camps, doing community cleaning works, and giving relief items to the community.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/club-and-services/
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

02

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

07

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

178

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Govt J Buana College is located atop a hillock in the heart of Lunglei town and is therefore, easily accessible from all parts of the town. The college campus is Wi-Fi enabled and is covered by CCTV surveillance system. The college has spacious, well-lit and ventilated classrooms which are ICT enabled. The classrooms are equipped with LCD facilities. Besides these the college has a Seminar Hall which can seat a hundred people. Multipurpose Hall with a capacity of three hundred people are in the final stages of completion. The main library is equipped with an internet connection with the latest SOUL 2.0 software and N-List. In addition to the central library each department maintains its individual department library which consists of bought and donated books from teachers, alumni and well-wishers listed in a Record Book maintained by the department. In collaboration with NIELIT, the Computer Study Centre was established in 2017 for students to be able to get their CCC certification before leaving the college. There are 22 computers with functional headphones in the centre. The college acquired a Language laboratory equipped with fully functioning and updated computers for English language learners.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College has an annual sports week, i.e., College Week. Sports facilities include indoor game area, a volleyball cum basketball court. An agreement was signed with the Bazar Veng YMA for the use of the Bazar Veng Indoor Stadium to be utilized when the need arises. For outdoor sports events, the institution has also been given permission to use Thuamluaia Mual by the Lunglei District Sports Committee, and permission by the Management Committee for the use of Lena Stadium.

The Adventure Club was established in the college for students who are interested in outdoor activities and excursions. Members of the club participate in outdoor adventures like hiking, rock climbing, white-water rafting and other expeditions. The expeditions are also educational in purpose.

The gymnasium was established for the physical health and mental well-being of the students and staff. It is equipped with a treadmill, a spin bike, a platinum elliptical cycle, an elliptical cycle, a home gym, 8 dumbbells and a push-up bar.

The Students' Union (SU) organizes various cultural activities, functions and events such as blood donation camps, club activities and college week activities which are held in the college quad.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/procedure-policies/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

2.76

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The main library occupies the whole first floor of the administrative building. It is equipped with the latest SOUL 2.0 software which is designed and developed by the INFLIBNET Centre based on the requirements of the college and university libraries. It is compliant to international standards for biographic formats, networking, and circulation protocols. There are approximately 8000 books available for use. The library subscribes to 6 journals in different disciplines and 5 dailies in Mizo language. The library resources have been enriched by e-resources provided by INFLIBNET

centre through which the college community has access to an additional 6000 e-journals and 106000 e-books under the N-List. Wi-fi facility is available in the library for the benefit of students and faculty members.

Lending: The library is fully automated. It has a power back up of 25 KV generator to ensure uninterrupted power supply. It uses an automated circulation system using bar code technology. The library has reprography, printing, and lamination facilities to enable staff and students to laminate, print out or make photo copies of important documents. It also has an e-resource section equipped with several computers from which staff and students can access e-books and e-journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://jbc.edu.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.58

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

21

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The ICT Cell and Website Management Cell of Govt. J Buana College looks into maintaining and updating the IT facilities within the college campus. The entire campus is 100mbps Wi-Fi enabled. Free Wi-Fi is available for all the students within the campus in all the classrooms, library and canteen. Wi-Fi is also made available for the staff in the faculty room, administrative office and seminar hall. The seminar hall is also equipped with a Smart podium. The college is also equipped with a computer laboratory to cater to the digital and technological needs of the students. The computer laboratory is used, in collaboration with NIELIT, for classes on Course on Computer Concepts (CCC). There are 22 computers, available for use and are well-maintained. Each computer is equipped with a headphone. The language laboratory equipped with 10+1 computers was, for several years, used mainly for Spoken English and Hindi classes with each computer being equipped with a headphone.

The Website Management Cell maintains the college website and updates it at regular intervals. It also maintains and supports the working of all the IT facilities within the campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/

4.3.2 - Number of Computers

34

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5.30

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Govt. J Buana College has installations and equipment all over the campus. Proper maintenance of buildings, installations and equipment is carried out by the Administrative Department and the Property Committee. Regular and periodic repairs and maintenance are carried out, and emergencies are attended to immediately to make sure that life in the campus is safe and functioning smoothly. Maintenance requirement is made by the Departments, Cells, Committees, and students to the Administrative Department which is then immediately attended to. A Building Committee is formed through a staff meeting and the members are appointed by the Principal. It makes necessary arrangements in adding new infrastructure according to the needs of the college. Maintenance of classrooms is carried out by the Administrative Department and the students. The ICT Cell is responsible for the maintenance of the Laboratory, ICT facilities and College Website. Library Committee consists of Chairman, Ex-officio Secretary and representative members from each academic department. It collects book requirements and recommendations from each department, and manages the functioning of the library

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/procedure-policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

357

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	https://gjbc.mizoram.gov.in/page/add-on
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Students' Union (SU) of the Institution is democratically elected, with the Principal as the Ex-officio President. The Students' Union play an active role in decision making and resolving issues related to the campus life. All the students of the college are the members of the Union. Following the Academic calendar, the election is held in mid-July. The aims and objectives of the Students' Union are: 1.To represent the welfare and interests of the students. 2.To promote harmonious relations among all inmates of the college. 3.To develop academic atmosphere and to promote the students' academic pursuit. 4.To protect the rights of the students and to create amenities for their welfare. 5.To organize co-curricular and extension activities. There are two student representatives, one male and one female, from the SU leaders in the Planning Board and one student representative in IQAC. Also, a Class Representative and an Asst. Class Representative are selected to represent each semester. The election is done with the teacher as the overseer. Various clubs are established in the college. Students are encouraged to be a member of at least one club; however, they are not to be a member in more than two clubs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

JB College Alumni Association is a non-political and non-profit making organization which has been active for a few years and at the present time is undergoing processes for registration. It has made significant contributions towards the development of the institution. The Association's mission, goals and objectives support the development of Govt J. Buana College, Lunglei, thereby indirectly contributing to the development of the College. The motto of the Association is "Dream bigger, Do Greater". The Mission is "To contribute to the development of Government J. Buana College, Lunglei and its alumni through improvement and development of curricula and programmes, provision of financial and material support and enhancing networking and career development among the alumni". It has contributed towards advertising the college through word of mouth before admissions. Through the feedback and suggestions, the Association has contributed towards the improvement and the development of the college for effective and efficient teaching and learning as well as the general well-being of the students and staff. It also helps to develop and help maintain active alumni interactions and enhance the image of the College through self-enrichment, career development and role modelling in the wider society.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/alumni/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of the college is to impart quality education and to guide the students to become responsible citizens.

To realize the vision and mission of Gov't J. Buana College, the institution has outlined a Perspective Plan envisaging short-term (5years), long-term (10 years), and future plans (15 years).

Short-term Plan:

1. Upgradation of CCTV in the college premises

Long-term Plan:

1.Physical:

1.Construction of College Hall

2.Construction of Boys and Girls Hostels.

2. Academic:

1.To make the students competitive, raise their awareness, intellect

and sensitivity to social and political issues. To inspire and motivate them to embrace public life and serve humanity.

2.Skill enhancement initiative for employability in different service sectors.

3.Opening Certificate/Diploma/Degree courses in skill development.

4.Upgradation and enhancement of Computer Study Centre (CCC) to Job-oriented courses.

6.Opening Physical Education Courses.

7.Publication of a quarterly/bi-weekly multidisciplinary journal.

Future Plan:

1.Opening Post Graduate Courses

2.Opening Research Centre

Training for staff, seminars, workshops to encourage innovative methods for effective teaching-learning.

The leadership, staff, and students' representatives, work in tandem to comprehend and articulate the changes in the academic structure and functioning of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The academic activities of the college are administered at the departmental level through participative management. Admission, conduct of examinations, department seminars, study tours, and other related activities are carried out by the different departments through consultation and participation.

A. Case study regarding participative management:

The college has a dynamic Students' Union with the Principal as the ex-officio President. The other office bearers are elected by the students. The objective of the Students' Union is to help their fellow students on matters relating to the welfare of the students' community and the college community at large. It is an indispensable part of the student and teaching community, assisting and organizing activities within and outside the college campus. The Students' Union leaders play a leading role in ensuring the smooth participation of the college in various inter-college programmes. They assist the teachers during field Trips and Excursions.

Every year, the Students' Union facilitates a number of activities such as Freshers' Social and

"College Week".

The Students' Union leaders take part in various decision-making committees of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Acting on the observation made by the Peer Team of the previous inspection, the institution constituted a strategic plan to accelerate infrastructure development for academic and extension activities with the specific goals of mobilizing funds for the construction of the following:

1. Seminar Room
2. Multipurpose Hall
3. Conference Room
4. Additional classrooms for Commerce Stream
5. Examination Office
6. Students' Day Home

7. Computer Study Centre

Keeping in mind the goals set, the institution garnered funds available under RUSA, UGC, and NEDP for the purpose. To facilitate the smooth construction of the said infrastructure, a Project Monitoring Unit (PMU) was constituted and this functions as the core committee overseeing all construction projects under RUSA viz.,

1. Vertical extension of the hostel building for Seminar Hall
2. RUSA building which houses a large classroom and garage
3. Vertical extension of Canteen building for Computer Study Centre.
4. Vertical extension of classroom for Teacher's Common Room and Multipurpose Hall.

The Building Committee oversees the following projects which are under UGC and NEDP grants:

1. Student's Day Home and Examination Office.
2. Double Urinal Shed
3. Vertical extension of the college main building for three commerce classrooms.
4. Vertical extension of the college main building for Conference Hall.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://jbc.edu.in/procedure-policies/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the college is governed by the principal, who is

the academic and administrative head of the institution. Under him in the academics is the Vice Principal, Head of the Departments and teaching faculty. In administration, the principal is assisted by the Head Assistant, UDC, LDC and LDC cum Cashier. Academic decisions are initiated at the Academic Committee level and carried out by the Departments. The Examination Board is responsible for conducting internal examinations and university end semester examinations, compiling and forwarding internal marks and attendance to the Examination Dept. of the University for final compilation. Decisions regarding income and expenditure, and resource mobilization are taken up by the Finance Committee. Infrastructure development is approved and monitored by the Building Committee and the Project Monitoring Unit of RUSA. The Library Committee takes decisions regarding library affairs. Service and recruitment rules of the administrative staff and the teachers are governed by rules prevailing in the State Government. Grievance Redressal Cell is in place and the Internal Complaints Committee on Sexual Harassment of Women at Workplace is fully functional. 'Student Mentoring' and 'Counselling Cell' take care of the students' grievances/complaints.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/code-of-conduct/
Link to Organogram of the Institution webpage	https://jbc.edu.in/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution provides various welfare measures both monetary and non-monetary, for the teaching and non-teaching staff. Some of the welfare measures undertaken by the institution are:

Staff Welfare funds for both the teaching and non-teaching staff

MCTA funds for members of the MCTA

Group Insurance Scheme for all.

Provision for General Provident Fund loan.

House Building Allowance (HBA), and vehicle advance for both the teaching and -teaching staff

Medical reimbursement as per Govt. of Mizoram norms

Health care facility for all as per Govt. of Mizoram norms

Facilitating personal loans from the banks for various purposes

Financial assistance for cultural, literary, adventure and sport activities.

Felicitation of teaching and non-teaching staff on the occasion of their achievements in various fields.

Installation of CCTV for security of staff.

Staff room, canteen facility, first aid facility, safe drinking

water, and clean washrooms for staff.

Gym facility for the physical well-being of staff.

Employees quota for teaching and non-teaching staff regarding admission of their children in the college.

Different types of leave for teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The College has 'Performance Appraisal System' for teaching as well as non-teaching staff. The performance of the teaching faculty is assessed as per UGC guidelines known as Performance Based Self Appraisal (PBAS). Promotions for the faculty are considered as per UGC guidelines under Career Advancement Scheme (CAS) and fulfilment of the requisite API (Academic Performance Indicator) scores. The

applications are subject to scrutiny by the screening committee and promotion is based on the candidates' performance in the interview.

The performance of non-teaching staff of the institution is assessed by the Annual Confidential Report (ACR). The Gov't. of Mizoram has framed a comprehensive instruction on procedure for maintenance for ACR. All the employees under Group B & C are instructed to write their Annual Confidential Reports (ACR) as per the prescribed proforma and submit to the Principal. After necessary reporting and reviewing on the Annual Confidential Report, it is forwarded by the Principal to competent authority for further action. As for group D staff, their annual performance report is submitted annually to higher authority for necessary action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts both internal and external audits. The institution has a well-established internal Audit system. The internal auditors carry out both financial and systems audit regularly as per the requirements of the UGC. A Cash-Book containing all the detail information of monetary transactions, expenditure and income is properly maintained with monthly closing system. Physical verification of assets is also done on an annual basis by the Property Committee. In addition, the Financial Statement of the college is being audited on yearly basis by Chartered Accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution takes great effort to mobilize and generate funds. The college scouts for opportunities to receive grants and financial assistance from Government Agencies such as the UGC, NEDP, and RUSA. Regarding the UGC funds, the college follows the strategies for mobilization of funds and optimal utilization of resource as directed by UGC. The college has received various grants from the aforementioned agencies and have made optimum use of them. The college leadership encourages faculty to apply for research grants and grants for conducting seminars and workshops.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC prepares the Annual Quality Assurance Reports. It also coordinates post accreditation quality initiatives.

The IQAC prepares the annual IQAC plan and Academic Calendar.

The IQAC has recommended work planner to be used by all faculty members

The IQAC has initiated student mentoring and counselling. It has also initiated Parent-Teacher Meetings.

It organizes orientation programmes for new students at the start of every academic year.

The two practices institutionalized as a result of IQAC initiatives are:

Students' Feedback:

The IQAC obtains semester-wise students' feedback on faculty and courses. The feedbacks are analysed and the Principal interacts with the individual teachers with regard to their feedback. The Departments evolve strategies to utilize the feedback for improving the quality. Besides, individual teachers take necessary corrective measures which are based on the feedback.

Mentor-Ward System:

The IQAC has initiated Mentor-Ward system to improve the work culture of the students and to create a better relation between staff and students. Each faculty is assigned a number of students to monitor. Student's Profile Booklet is maintained for each student. Mentor -Parents meetings are also conducted to facilitate parents' and guardians' involvement in the students' academic progress.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/students-feedback-sss/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Students' Feedback on Teachers: The IQAC obtains semester-wise students' feedback on faculty and on courses. The feedbacks are analysed and gaps are addressed as reflected in the feedback. The institution utilizes the feedback for improving the quality of teaching. Individual teachers take necessary corrective measures based on the feedback.

Incremental improvements made during the preceding five years (in

case of first cycle) Post accreditation quality initiatives second and subsequent cycles)

1. The institution has initiated skill and ability enhancement course like Course on Computer Concept.
2. The college signed a memorandum of understanding with the concerned authorities for the use of Bazar Veng Indoor Stadium, Thuamluaia Mual, and Lena Stadium. A Gymnasium was set up in the campus.
3. ICT facilities have been strengthened to augment the teaching - learning process.
4. The institution has deployed several strategies for reduction of failure rate. Some of which are preparation of Question Bank, use of different online teaching methods, use of google forms to conduct quizzes, use of audio-visual aids to supplement oral teaching like, screening of movies, documentaries, playing of songs, showing maps and video tutorials.
5. The Career Counselling & Guidance Cell is actively functioning in the institution.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/course-outcome/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://jbc.edu.in/wp-content/uploads/2021/10/Leitlang-Dingdi-Edition-XX.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Annual Gender Sensitization Plan

The institution takes the issue of gender sensitization with utmost care to ensure gender equality. The various programmes as well as other seminars and workshops organized annually help students examine the personal attitudes and beliefs of the various sexes, helping them enjoy a balanced life both within the institution as well as in the society.

Specific facilities provided for women in terms of:

1.Safety and Security: Anti-Ragging Committee is constituted in this college to prevent ragging and to take anti-ragging measures as per the guidelines issued by the Supreme Court of India and UGC.

2.Counselling: To provide personal counselling for girls, the college has established the Equal Opportunity Cell, headed by our senior staff members, that monitors the mental health and personal problems affecting female students. The Equal opportunity Cell also conducts workshops and seminars to sensitize the students about gender issues and create a cordial study environment where male and female students can participate in college activities with harmony. Mentoring system carried out by all the departments, and the Career Counselling and Placement Cell are both open to personal counselling of the students, especially girls.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid Waste Management: Every classroom, staff room and social space is equipped with appropriate dustbins. Biodegradable and non-biodegradable wastes are segregated. The college canteen is equipped with dry and wet/perishable dustbins to ease recycling and orderly waste disposal. Food waste from the canteen is collected and used for fodder.

2. Liquid Waste Management. Used water and toilet waste is efficiently disposed of through an intricate network of drainage and pipeline system. Classrooms and staff rooms are not affected by any disturbing odour coming from toilets or the canteen.

3. E-Waste Management: Discarded office stationaries such as paper, files, and pens are separated from hazardous wastes such as printer cartridges, damaged computer parts, etc. Waste Compact Disks (CDs) are used by students for decorative purposes in college events and functions. The college tries its best to keep its running cost low with judicious use of stationaries and lower the Institute's carbon

footprint as much as possible.

4. Any other relevant information: .Awareness programs such as the Green Mizoram Day, 'Clean Nghasih' programme, Cleanliness drive, Plantation Drive, etc. in collaboration with NSS, Sports Youth & Service, Health and Sanitation committee are some of the initiatives taken up by the college

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institution has taken various measures and activities to provide an inclusive environment within the college community. An initiative of the Government of India, Ek Bharat Shreshtha Bharat (EBSB) with the objective to enhance understanding and bonding between people of diverse cultures living in different States and Union Territories in India. The college has two partnerstates, Bihar and Tripura.

In order to provide inclusive environment for women within the Institute, workshops, essay writing competitions, awareness programmes, and training are organized by various committees. In different functions and events, students from different cultural backgrounds are encouraged to showcase their traditional dances, attires, and languages.

The Students' Union organizes College Week where all students regardless of culture, region, religion or language take part in the various indoor and outdoor sports. It also opens its arms to embracing different cultural dances and songs through the Opening and Closing Ceremonies of the College Week.

The Grievance Redressal Cell deals with various grievances without considering students' racial or cultural background. National Unity Day is observed in the college to promote and spread awareness on the importance of people of different culture, region, religion and language living together in unity within the community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Different initiatives are taken by the institution to sensitize and inculcate human values and professional ethics among the students and the staff. An awareness programme on "Important Provisions of Cyber Laws Related to Women Rights" was organized. Julie Lalrinzami MJS, the Chief Judicial Magistrate, Lunglei was invited as the Resource Person

Mausen village is an adopted village of the Institution. A free Medical Camp was held at Mausen village in collaboration with Health and Family welfare department on 22 November 2016, where the people were made aware of the importance of improving quality of life through the practice of personal hygiene and were instructed on the prevention of various minor ailments. Free clinic was open to the inhabitants of the village and treatments of minor ailments were given to them. The NSS organized a work-camp in the village where "Health and Sanitation Awareness Programme" was held on 23rd March 2017. It was attended by the Principal and seven teaching staff members. The Principal gave a speech on the importance of cleanliness, health and sanitation to create a healthy and hygienic society. This was followed by community service work the next day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code D. Any 1 of the above

of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National Voters' Day is observed as a small function in the campus, where a speech on the importance of voting in a democracy and the duties of citizens in casting of votes is delivered. Constitution Day is also observed where the Preamble to the Indian Constitution is read out.

Dr. Rashakrishnan's Birthday (Teachers' Day) is celebrated in the college where small functions are organized by Core students in different departments. A small function is organized in celebration of Sardar Vallabhai Patel's Birthday (National Unity Day), where speeches are given on unity and its importance.

The Eco Club observes Ozone Day. Students gather and a speech is given on various topics relating to the ozone and the environment. Green Mizoram Day is observed by cleaning public places, planting trees and clearing the sites of existing plantations of the college. Ek Bharat Shreshtha Bharat and Fire Prevention Week are also observed.

National Service Scheme (NSS) Day is observed on the day by taking up community services like cleaning the campus and also other areas of the town. Swachhata Pakhwara is observed by doing various activities, community services and organizing awareness campaigns. Valentine's Day is also observed by organizing Blood Donation Camp.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Mentoring System

The Mentoring System was started with the objective of uplifting the students, not just in the academic sphere, but also in the social and personal sphere. It also strives to improve the work culture of the students and create better teacher-student relationship.

Course in Computer Concepts (CCC)

The Course on Computer Concepts (CCC) course was established to produce computer literate graduates and to equip them with technological know-how in order to be employable. It also aims to equip and enable students to make better use of e-resources available in the Institute. This will also enable them to make use of the skills they have acquired once they are out in the real world working in different jobs.

Problems encountered and Resources required:

One of the biggest problems is the internet. As we are located in the hilly regions of India, internet reception lacks the proper strength and range that is required for proper teaching-learning of the computer course. Due to high humidity during the monsoon season, maintenance of the equipment can become quite challenging due to moisture.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In keeping with its motto, 'Service, Diligence, Honesty', Govt. J Buana College strives to inculcate in its students the spirit of service. The institution has adopted a village called Mause. The college jointly organized a free medical clinic in the village. The college has organized sanitation and cleanliness drives in the village. The college staff and students regularly visit the village during Covid 19 lockdown for delivering relief packages to the villagers.

The institution organizes a Voluntary Blood Donation camp at frequent intervals, usually once or twice a year.

The college also took part in the Clean Nghasih River project. The college has four roadside plantations along the World Bank Road. The college actively participates in the Green Mizoram Movement.

The staff have also contributed towards the Chief Minister's Relief Fund and the District Level Task Force fund. Contributions have also been given to the Poor Fund of Christian Hospital, Serkawn. The Students Evangelical Union also makes annual visits to different orphanages.

A dynamic project under Equal Opportunity Cell functioned from 2016 taking initiatives in gender sensitization programmes. These include collaboration with partners like Social Welfare Department, MHIP sub-headquarters and Health Department.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curricular aspects and courses of Government J Buana College are governed under the guidelines and ordinances of the affiliating university, i.e. Mizoram University. Under this, the college ensures effective implementation of courses- prescribed curriculum as well as add on courses for maintaining academic standards and quality. Since the introduction of CBCS by Mizoram University in all UG level (w.e.f 2015-2016).

- The academic year begins with on- line orientation classes for students.
- The college time-table, internal and external marks weightage and evaluation are communicated within the college at the beginning of each new semester.
- Faculty meetings are conducted at the beginning of the new semester for college updates, academic calendar, information and review of the last semester results.
- During the sessions, the faculty members employ teaching/ learning platforms like Webex, Google Meet, Google Classroom, PowerPoint slides, videos and other virtual facility.
- The college library facilitates proper study materials as well as computer center with internet connectivity. Presently the library is equipped with SOUL 2.0.
- Departmental committees held meetings randomly to certify completion of syllabus, scrutinizing students' attendance and internal marks evaluation.
- The college undertakes mentoring system to track and regulate individual student's progress and performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- Government J Buana College has an academic committee comprising of the Heads of every department meeting at regular intervals.
- The academic calendar of the college is prepared by the IQAC each new semester. This academic calendar is prepared on the basis of academic calendar of the university and college academic plans consisting of dates of tentative internal assessments tests, semester exams, internal marks submission dates, college functions and activities as well as holidays. The academic calendar are disseminated and displayed in the college website each session.
- Internal Tests (CIE) are conducted twice in each semester by the examination board in accordance to the Academic calendar.
- The orientation class undertaken every start of a new academic year is crucial in conveying the examination system, CBCS and grading system to students.
- Internal assessments have been structured to maintain uniformity, transparency, quality and academic standards.
- Continuous Internal Evaluation is carried out through on-line presentations, assignments/ projects, on- line group discussions and on-line tests.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

02

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

482

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

257

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- The institution follows a compulsory EVS subject in the fourth semester for all students. Apart from this, the geography department syllabus contains environmental studies. The NSS team and ECO Club in the college took initiatives in environmental awareness through multiple programs.
- Equal Opportunity Cell under the college functions in taking initiatives in gender sensitization programs. The cell undertakes legal awareness program under gender issues. Moreover, some courses incorporate gender studies in their syllabus such as the department of English and Political Science.
- In order to administer proper law and order in the college, there is a functioning Legal Cell to take up matters on such issues. This cell focuses on executing discipline, decorum and law and is available for consultations.
- The college took certain initiatives through the Career Counseling and Placement Cell like personality development programs for all students, skill development and entrepreneurship courses etc. There is also an active Evangelical Union formed by students to help each other in need. In order to nurture our roots, and perpetuate our tribal identity, there is a Cultural Club functioning inside and off campus.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

18

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://jbc.edu.in/students-feedback-sss/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

260

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

20

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution is student-centric rather than teacher-centric. Each teacher is assigned as a mentor to a group of their core students and a Student's Profile Booklet for each individual student is maintained by the mentor. Thus, slow learners and advanced learners are identified.

SLOW LEARNERS

1. Remedial classes, extra lectures and informal tutorial classes are organised for slow learners.
2. Teachers are available for enquiry via mobile phones and at their homes. Students' home visits are also organized by the teachers.
3. Spoken English classes are held for those who are weak in English.
4. Slow learners are encouraged to sit with advanced learners in the classrooms.
5. Teaching methods include learning by doing, experimental method, and dramatization project method. Audio-visual aids, repetition and revision are emphasised for further development.

ADVANCED LEARNERS

1. Supplementary/extra reading materials are provided to the students.
2. Students are encouraged to read/study reference materials and journals available in the library.
3. Students are encouraged to make use of computer centres and internet facilities.
4. Counselling services are organised by the Career Counselling and Placement Cell.

5. Students are encouraged to be active in co-curricular activities.
6. Students are encouraged to learn another language, Hindi.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
482	40

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching-learning processes in the institution are student centric and conducive to facilitating the overall growth of the students. The college encourages experiential learning where students learn through observation and interaction. The institution organises annual excursions and study tours to different places of historical, economic, literary, political, and geographical importance. Departments also conduct field study trips where they conduct research related to their area of study. Students also participate in National Integration Camps which broadens their horizons and their outlook.

Activities like Cleanliness Drives and sanitation programmes sensitise students on the importance of proper waste management systems. Maintenance of the institution's plantations inculcates in them the need to create a sustainable ecosystem to improve their own lives. Students take part in a number of events organised by various departments of the Government of Mizoram on topics like Health and Sanitation, Voter Awareness, Cyber Laws related to Women's Rights, Vigilance Awareness, Fire Prevention and a host of other topics. They also take part in competitions organised by NGOs. Ek Bharat Sheshtra Bharat (EBSB) club has

proved to be invaluable in promoting knowledge about other cultures.

The final year students of the college are required to attend personal development classes included in the weekly timetable. The institution encourages collaborative learning and adopts such learning strategies like pair and group assignments, group presentations, group projects, and class discussions.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution uses ICT enabled classrooms for advancement, enhancement and support of the delivery of curriculum. All the classrooms are ICT enabled. Tools like projectors for PowerPoint presentations and audio-visual aids are used in the classrooms. They are also equipped with audio-visual equipment like amplifiers, speakers, and microphones.

Free Wi-Fi facility is available for all the students within the campus as well as to the staff in the faculty room, administrative office and seminar hall. The seminar hall is also equipped with a smart podium.

The college is also well equipped with a computer laboratory to cater to the digital and technological needs of the students. The computer laboratory is used, in collaboration with NIELIT, for classes on Course on Computer Concepts (CCC). 22 computers are available for use and the room is detached from the rest of the college buildings. The language laboratory, which functioned independently for a number of years, was merged with the computer laboratory in 2019.

Students are encouraged to tackle their assignments, projects and presentations using the ICT. This motivates the students to give their best and at the same time enables them to think critically and be innovative and creative.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

40

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

497

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Institution makes sure that students are aware of the Internal Assessment Examination evaluation process through the college prospectus which is updated annually. They are also made aware of the same during the Orientation programme conducted at the beginning of the new academic session. At the commencement of the new session, teaching plans are made and discussed along with the mode of Continuous Internal Evaluation. Students are also notified of the process in their classrooms during lectures as well.

The IQAC prepares the dates of the commencement of the Internal Assessment Examination while preparing the Academic Calendar, which is included in the prospectus. This is then executed by the Examination Board. The Examination Board fixes the schedule for the examination and appoints teachers as invigilators for the same. Information on the schedule of examination is given to the

teachers two weeks before the start of the examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Correction in marks and re-evaluation is done by the Examination Department, Mizoram University. Students with complaints need to apply to the university to have their marks re-evaluated. The role of the institution in this matter is to guide the students through the process and this is done by the administrative office of the college. For errors in internal marks and for students erroneously being marked absent in the marksheet, the institution promptly sends the duly certified internal marksheets and attendance sheets to assist the Examination Branch of the University in correcting discrepancies. Since Attendance and internal marks are calculated by each department, each Department Committee under the chairmanship of the Head of Department addresses all grievances related to internal assessment marks and attendance marks. The committee promptly rectifies any errors related to attendance and internal assessment marks of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://jbc.edu.in/students-grievances/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college website details the mission and objectives as well as the course outcomes for all programmes offered by the institution. The prospectus also contains the learning objectives, outcomes and a description of the methods of assessment, details of the procedures, the tools used to assess student progress and achievement, and facilities available in the library. A Help Desk, manned by the teaching faculty, is provided during the admission. Orientation programmes are organised by all

the departments at the commencement of each academic year where detailed explanations of the courses, the continuous assessment method and process, and attendance requirements are given to the new students. Students are also informed of the Add-on classes available in the institution.

At the Parent-Teacher meetings, parents/guardians are briefed about their children's/ ward's participation in academic activities and the extent to which they have benefitted from the programmes. Mentor-Ward meetings are also held at frequent intervals where teacher and student sit down together to track the student's academic progression. Departments also provide students with test and assignment schedules, deadlines and marking criteria in advance so that students understand the programme requirements and map their own progression towards achieving the expected outcome of the programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://jbc.edu.in/course-outcome/
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The levels of attainment of Programme outcomes and Course outcomes are evaluated by both direct and indirect methods. Since the semester examinations are conducted by Mizoram University, the role of the institution as an affiliated college is to take part in the central evaluation. Accordingly, a number of teachers are involved in this evaluation process every semester.

The Examination Board of the college takes charge of the conduct and evaluation of internal examinations and also ensures transparency in the evaluation process. After evaluation, the students are given the opportunity to air any possible grievances. The marks and monthly attendance percentage of the students are also displayed on the notice board.

The IQAC provides detailed result analysis data on student examination results. The analysis also highlights the strengths and weaknesses of the institution in that particular examination. This detailed analysis is discussed in the result review meeting

of the teaching faculty and the Principal. Department meetings are also held to evaluate departmental performances.

The institution maintains an Alumni Profile which keeps track of the post-college endeavours of the alumni. This helps in evaluating the programme and course outcomes in terms of Higher Education and employment status.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://jbc.edu.in/course-outcome/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://jbc.edu.in/wp-content/uploads/2021/10/Leitlang-Dingdi-Edition-XX.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://jbc.edu.in/students-feedback-sss/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

08

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The extension activities of the institution are conducted with a view to empower the marginalized sections of the society and to

make positive impact on the progress of the society as a whole

Regular cleanliness drives are conducted in the college premises.

The college maintains four roadside plantations on the Aizawl-Lunglei World Bank Road. Weeding of the plantation and nurturing of the trees is done regularly. The college was awarded Thingphun Enkawl Zui Tha (Best maintenance of plantation) on 11 June 2021 by Lunglei District Green Mizoram Committee 2021.

Blood donation Camps are organized by the NSS unit of the college. The college was awarded the 1st Prize for "Most Blood Donated by an Institution" during the period June 2019- Sept. 2020 by the Association for Voluntary Blood Donation (AVBD), Lunglei District. The college donated 212 units of blood during the said period.

The college has adopted Mausen, a village on the outskirts of Lunglei town. Faculty and students have made regular visits to the adopted village conducting health camps, doing community cleaning works, and giving relief items to the community.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/club-and-services/
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

02

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

07

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

178

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Govt J Buana College is located atop a hillock in the heart of Lunglei town and is therefore, easily accessible from all parts of the town. The college campus is Wi-Fi enabled and is covered by CCTV surveillance system. The college has spacious, well-lit and ventilated classrooms which are ICT enabled. The classrooms are equipped with LCD facilities. Besides these the college has a Seminar Hall which can seat a hundred people. Multipurpose Hall with a capacity of three hundred people are in the final stages of completion. The main library is equipped with an internet connection with the latest SOUL 2.0 software and N-List. In addition to the central library each department maintains its individual department library which consists of bought and

donated books from teachers, alumni and well-wishers listed in a Record Book maintained by the department. In collaboration with NIELIT, the Computer Study Centre was established in 2017 for students to be able to get their CCC certification before leaving the college. There are 22 computers with functional headphones in the centre. The college acquired a Language laboratory equipped with fully functioning and updated computers for English language learners.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College has an annual sports week, i.e., College Week. Sports facilities include indoor game area, a volleyball cum basketball court. An agreement was signed with the Bazar Veng YMA for the use of the Bazar Veng Indoor Stadium to be utilized when the need arises. For outdoor sports events, the institution has also been given permission to use Thuamluaia Mual by the Lunglei District Sports Committee, and permission by the Management Committee for the use of Lena Stadium.

The Adventure Club was established in the college for students who are interested in outdoor activities and excursions. Members of the club participate in outdoor adventures like hiking, rock climbing, white-water rafting and other expeditions. The expeditions are also educational in purpose.

The gymnasium was established for the physical health and mental well-being of the students and staff. It is equipped with a treadmill, a spin bike, a platinum elliptical cycle, an elliptical cycle, a home gym, 8 dumbbells and a push-up bar.

The Students' Union (SU) organizes various cultural activities, functions and events such as blood donation camps, club activities and college week activities which are held in the college quad.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/procedure-policies/
4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.	
04	
4.1.3.1 - Number of classrooms and seminar halls with ICT facilities	
04	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File
4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)	
4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)	
2.76	
File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The main library occupies the whole first floor of the administrative building. It is equipped with the latest SOUL 2.0 software which is designed and developed by the INFLIBNET Centre based on the requirements of the college and university libraries. It is compliant to international standards for biographic formats, networking, and circulation protocols. There are approximately 8000 books available for use. The library subscribes to 6 journals in different disciplines and 5 dailies in Mizo language. The library resources have been enriched by e-resources provided by INFLIBNET centre through which the college community has access to an additional 6000 e-journals and 106000 e-books under the N-List. Wi-fi facility is available in the library for the benefit of students and faculty members.

Lending: The library is fully automated. It has a power back up of 25 KV generator to ensure uninterrupted power supply. It uses an automated circulation system using bar code technology. The library has reprography, printing, and lamination facilities to enable staff and students to laminate, print out or make photo copies of important documents. It also has an e-resource section equipped with several computers from which staff and students can access e-books and e-journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://jbc.edu.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

1.58

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

21

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The ICT Cell and Website Management Cell of Govt. J Buana College looks into maintaining and updating the IT facilities within the college campus. The entire campus is 100mbps Wi-Fi enabled. Free Wi-Fi is available for all the students within the campus in all the classrooms, library and canteen. Wi-Fi is also made available for the staff in the faculty room, administrative office and seminar hall. The seminar hall is also equipped with a Smart podium. The college is also equipped with a computer laboratory to cater to the digital and technological needs of the students. The computer laboratory is used, in collaboration with NIELIT, for classes on Course on Computer Concepts (CCC). There are 22 computers, available for use and are well-maintained. Each computer is equipped with a headphone. The language laboratory equipped with 10+1 computers was, for several years,

used mainly for Spoken English and Hindi classes with each computer being equipped with a headphone.

The Website Management Cell maintains the college website and updates it at regular intervals. It also maintains and supports the working of all the IT facilities within the campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/

4.3.2 - Number of Computers

34

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5.30

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Govt. J Buana College has installations and equipment all over the campus. Proper maintenance of buildings, installations and equipment is carried out by the Administrative Department and the Property Committee. Regular and periodic repairs and maintenance are carried out, and emergencies are attended to immediately to make sure that life in the campus is safe and functioning smoothly. Maintenance requirement is made by the Departments, Cells, Committees, and students to the Administrative Department which is then immediately attended to. A Building Committee is formed through a staff meeting and the members are appointed by the Principal. It makes necessary arrangements in adding new infrastructure according to the needs of the college. Maintenance of classrooms is carried out by the Administrative Department and the students. The ICT Cell is responsible for the maintenance of the Laboratory, ICT facilities and College Website. Library Committee consists of Chairman, Ex-officio Secretary and representative members from each academic department. It collects book requirements and recommendations from each department, and manages the functioning of the library

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://jbc.edu.in/procedure-policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

357

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	https://gjbc.mizoram.gov.in/page/add-on
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Students' Union (SU) of the Institution is democratically elected, with the Principal as the Ex-officio President. The Students' Union play an active role in decision making and resolving issues related to the campus life. All the students of the college are the members of the Union. Following the Academic calendar, the election is held in mid-July. The aims and objectives of the Students' Union are: 1.To represent the welfare and interests of the students. 2.To promote harmonious relations among all inmates of the college. 3.To develop academic atmosphere and to promote the students' academic pursuit. 4.To

protect the rights of the students and to create amenities for their welfare. 5.To organize co-curricular and extension activities. There are two student representatives, one male and one female, from the SU leaders in the Planning Board and one student representative in IQAC. Also, a Class Representative and an Asst. Class Representative are selected to represent each semester. The election is done with the teacher as the overseer. Various clubs are established in the college. Students are encouraged to be a member of at least one club; however, they are not to be a member in more than two clubs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

JB College Alumni Association is a non-political and non-profit making organization which has been active for a few years and at

the present time is undergoing processes for registration. It has made significant contributions towards the development of the institution. The Association's mission, goals and objectives support the development of Govt J. Buana College, Lunglei, thereby indirectly contributing to the development of the College. The motto of the Association is "Dream bigger, Do Greater". The Mission is "To contribute to the development of Government J. Buana College, Lunglei and its alumni through improvement and development of curricula and programmes, provision of financial and material support and enhancing networking and career development among the alumni". It has contributed towards advertising the college through word of mouth before admissions. Through the feedback and suggestions, the Association has contributed towards the improvement and the development of the college for effective and efficient teaching and learning as well as the general well-being of the students and staff. It also helps to develop and help maintain active alumni interactions and enhance the image of the College through self-enrichment, career development and role modelling in the wider society.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/alumni/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of the college is to impart quality education and to guide the students to become responsible citizens.

To realize the vision and mission of Gov't J. Buana College, the institution has outlined a Perspective Plan envisaging short-term

(5years), long-term (10 years), and future plans (15 years).

Short-term Plan:

1. Upgradation of CCTV in the college premises

Long-term Plan:

1. Physical:

1. Construction of College Hall

2. Construction of Boys and Girls Hostels.

2. Academic:

1. To make the students competitive, raise their awareness, intellect and sensitivity to social and political issues. To inspire and motivate them to embrace public life and serve humanity.

2. Skill enhancement initiative for employability in different service sectors.

3. Opening Certificate/Diploma/Degree courses in skill development.

4. Upgradation and enhancement of Computer Study Centre (CCC) to Job-oriented courses.

6. Opening Physical Education Courses.

7. Publication of a quarterly/bi-weekly multidisciplinary journal.

Future Plan:

1. Opening Post Graduate Courses

2. Opening Research Centre

Training for staff, seminars, workshops to encourage innovative methods for effective teaching-learning.

The leadership, staff, and students' representatives, work in tandem to comprehend and articulate the changes in the academic structure and functioning of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The academic activities of the college are administered at the departmental level through participative management. Admission, conduct of examinations, department seminars, study tours, and other related activities are carried out by the different departments through consultation and participation.

A. Case study regarding participative management:

The college has a dynamic Students' Union with the Principal as the ex-officio President. The other office bearers are elected by the students. The objective of the Students' Union is to help their fellow students on matters relating to the welfare of the students' community and the college community at large. It is an indispensable part of the student and teaching community, assisting and organizing activities within and outside the college campus. The Students' Union leaders play a leading role in ensuring the smooth participation of the college in various inter-college programmes. They assist the teachers during field Trips and Excursions.

Every year, the Students' Union facilitates a number of activities such as Freshers' Social and

"College Week".

The Students' Union leaders take part in various decision-making committees of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Acting on the observation made by the Peer Team of the previous inspection, the institution constituted a strategic plan to accelerate infrastructure development for academic and extension activities with the specific goals of mobilizing funds for the construction of the following:

1. Seminar Room
2. Multipurpose Hall
3. Conference Room
4. Additional classrooms for Commerce Stream
5. Examination Office
6. Students' Day Home
7. Computer Study Centre

Keeping in mind the goals set, the institution garnered funds available under RUSA, UGC, and NEDP for the purpose. To facilitate the smooth construction of the said infrastructure, a Project Monitoring Unit (PMU) was constituted and this functions as the core committee overseeing all construction projects under RUSA viz.,

1. Vertical extension of the hostel building for Seminar Hall
2. RUSA building which houses a large classroom and garage
3. Vertical extension of Canteen building for Computer Study Centre.

4. Vertical extension of classroom for Teacher's Common Room and Multipurpose Hall.

The Building Committee oversees the following projects which are under UGC and NEDP grants:

1. Student's Day Home and Examination Office.

2. Double Urinal Shed

3. Vertical extension of the college main building for three commerce classrooms.

4. Vertical extension of the college main building for Conference Hall.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://jbc.edu.in/procedure-policies/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the college is governed by the principal, who is the academic and administrative head of the institution. Under him in the academics is the Vice Principal, Head of the Departments and teaching faculty. In administration, the principal is assisted by the Head Assistant, UDC, LDC and LDC cum Cashier. Academic decisions are initiated at the Academic Committee level and carried out by the Departments. The Examination Board is responsible for conducting internal examinations and university end semester examinations, compiling and forwarding internal marks and attendance to the Examination Dept. of the University for final compilation. Decisions regarding income and expenditure, and resource mobilization are taken up by the Finance Committee. Infrastructure development is approved and monitored by the Building Committee and the Project Monitoring Unit of RUSA. The Library Committee takes decisions regarding library affairs. Service and recruitment rules of the

administrative staff and the teachers are governed by rules prevailing in the State Government. Grievance Redressal Cell is in place and the Internal Complaints Committee on Sexual Harassment of Women at Workplace is fully functional. 'Student Mentoring' and 'Counselling Cell' take care of the students' grievances/complaints.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/code-of-conduct/
Link to Organogram of the Institution webpage	https://jbc.edu.in/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution provides various welfare measures both monetary and non-monetary, for the teaching and non-teaching staff. Some of the welfare measures undertaken by the institution are:

Staff Welfare funds for both the teaching and non-teaching staff

MCTA funds for members of the MCTA

Group Insurance Scheme for all.

Provision for General Provident Fund loan.

House Building Allowance (HBA), and vehicle advance for both the teaching and -teaching staff

Medical reimbursement as per Govt. of Mizoram norms

Health care facility for all as per Govt. of Mizoram norms

Facilitating personal loans from the banks for various purposes

Financial assistance for cultural, literary, adventure and sport activities.

Felicitation of teaching and non-teaching staff on the occasion of their achievements in various fields.

Installation of CCTV for security of staff.

Staff room, canteen facility, first aid facility, safe drinking water, and clean washrooms for staff.

Gym facility for the physical well- being of staff.

Employees quota for teaching and non-teaching staff regarding admission of their children in the college.

Different types of leave for teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The College has 'Performance Appraisal System' for teaching as well as non-teaching staff. The performance of the teaching faculty is assessed as per UGC guidelines known as Performance Based Self Appraisal (PBAS). Promotions for the faculty are considered as per UGC guidelines under Career Advancement Scheme (CAS) and fulfilment of the requisite API (Academic Performance Indicator) scores. The applications are subject to scrutiny by the screening committee and promotion is based on the candidates' performance in the interview.

The performance of non-teaching staff of the institution is assessed by the Annual Confidential Report (ACR). The Gov't. of Mizoram has framed a comprehensive instruction on procedure for maintenance for ACR. All the employees under Group B & C are instructed to write their Annual Confidential Reports (ACR) as per the prescribed proforma and submit to the Principal. After necessary reporting and reviewing on the Annual Confidential Report, it is forwarded by the Principal to competent authority for further action. As for group D staff, their annual performance report is submitted annually to higher authority for necessary action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts both internal and external audits. The institution has a well-established internal Audit system. The internal auditors carry out both financial and systems audit regularly as per the requirements of the UGC. A Cash-Book containing all the detail information of monetary transactions, expenditure and income is properly maintained with monthly closing system. Physical verification of assets is also done on an annual basis by the Property Committee. In addition, the Financial Statement of the college is being audited on yearly basis by Chartered Accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution takes great effort to mobilize and generate funds. The college scouts for opportunities to receive grants and financial assistance from Government Agencies such as the UGC,

NEDP, and RUSA. Regarding the UGC funds, the college follows the strategies for mobilization of funds and optimal utilization of resource as directed by UGC. The college has received various grants from the aforementioned agencies and have made optimum use of them. The college leadership encourages faculty to apply for research grants and grants for conducting seminars and workshops.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC prepares the Annual Quality Assurance Reports. It also coordinates post accreditation quality initiatives.

The IQAC prepares the annual IQAC plan and Academic Calendar.

The IQAC has recommended work planner to be used by all faculty members

The IQAC has initiated student mentoring and counselling. It has also initiated Parent-Teacher Meetings.

It organizes orientation programmes for new students at the start of every academic year.

The two practices institutionalized as a result of IQAC initiatives are:

Students' Feedback:

The IQAC obtains semester-wise students' feedback on faculty and courses. The feedbacks are analysed and the Principal interacts with the individual teachers with regard to their feedback. The Departments evolve strategies to utilize the feedback for improving the quality. Besides, individual teachers take necessary corrective measures which are based on the feedback.

Mentor-Ward System:

The IQAC has initiated Mentor-Ward system to improve the work culture of the students and to create a better relation between staff and students. Each faculty is assigned a number of students to monitor. Student's Profile Booklet is maintained for each student. Mentor -Parents meetings are also conducted to facilitate parents' and guardians' involvement in the students' academic progress.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/students-feedback-sss/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Students' Feedback on Teachers: The IQAC obtains semester-wise students' feedback on faculty and on courses. The feedbacks are analysed and gaps are addressed as reflected in the feedback. The institution utilizes the feedback for improving the quality of teaching. Individual teachers take necessary corrective measures based on the feedback.

Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives second and subsequent cycles)

1. The institution has initiated skill and ability enhancement course like Course on Computer Concept.

2. The college signed a memorandum of understanding with the concerned authorities for the use of Bazar Veng Indoor Stadium, Thuamluaia Mual, and Lena Stadium. A Gymnasium was set up in the campus.

3. ICT facilities have been strengthened to augment the teaching - learning process.

4. The institution has deployed several strategies for reduction of failure rate. Some of which are preparation of Question Bank, use of different online teaching methods, use of google forms to conduct quizzes, use of audio-visual aids to supplement oral teaching like, screening of movies, documentaries, playing of

songs, showing maps and video tutorials.

5. The Career Counselling & Guidance Cell is actively functioning in the institution.

File Description	Documents
Paste link for additional information	https://jbc.edu.in/course-outcome/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://jbc.edu.in/wp-content/uploads/2021/10/Leitlang-Dingdi-Edition-XX.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Annual Gender Sensitization Plan

The institution takes the issue of gender sensitization with utmost care to ensure gender equality. The various programmes as

well as other seminars and workshops organized annually help students examine the personal attitudes and beliefs of the various sexes, helping them enjoy a balanced life both within the institution as well as in the society.

Specific facilities provided for women in terms of:

1.Safety and Security: Anti-Ragging Committee is constituted in this college to prevent ragging and to take anti-ragging measures as per the guidelines issued by the Supreme Court of India and UGC.

2.Counselling: To provide personal counselling for girls, the college has established the Equal Opportunity Cell, headed by our senior staff members, that monitors the mental health and personal problems affecting female students. The Equal opportunity Cell also conducts workshops and seminars to sensitize the students about gender issues and create a cordial study environment where male and female students can participate in college activities with harmony. Mentoring system carried out by all the departments, and the Career Counselling and Placement Cell are both open to personal counselling of the students, especially girls.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://jbc.edu.in/wp-content/uploads/2021/12/Room-Outlay-and-Descriptions.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. **Solid Waste Management:** Every classroom, staff room and social space is equipped with appropriate dustbins. Biodegradable and non-biodegradable wastes are segregated. The college canteen is equipped with dry and wet/perishable dustbins to ease recycling and orderly waste disposal. Food waste from the canteen is collected and used for fodder.

2. **Liquid Waste Management.** Used water and toilet waste is efficiently disposed of through an intricate network of drainage and pipeline system. Classrooms and staff rooms are not affected by any disturbing odour coming from toilets or the canteen.

3. **E-Waste Management:** Discarded office stationaries such as paper, files, and pens are separated from hazardous wastes such as printer cartridges, damaged computer parts, etc. Waste Compact Disks (CDs) are used by students for decorative purposes in college events and functions. The college tries its best to keep its running cost low with judicious use of stationaries and lower the Institute's carbon footprint as much as possible.

4. **Any other relevant information:** .Awareness programs such as the Green Mizoram Day, 'Clean Nghasih' programme, Cleanliness drive, Plantation Drive, etc. in collaboration with NSS, Sports Youth & Service, Health and Sanitation committee are some of the initiatives taken up by the college

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and

C. Any 2 of the above

distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>E. None of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institution has taken various measures and activities to provide an inclusive environment within the college community. An initiative of the Government of India, Ek Bharat Shreshtha Bharat (EBSB) with the objective to enhance understanding and bonding between people of diverse cultures living in different States and Union Territories in India. The college has two partnerstates, Bihar and Tripura.

In order to provide inclusive environment for women within the Institute, workshops, essay writing competitions, awareness programmes, and training are organized by various committees. In different functions and events, students from different cultural backgrounds are encouraged to showcase their traditional dances, attires, and languages.

The Students' Union organizes College Week where all students

regardless of culture, region, religion or language take part in the various indoor and outdoor sports. It also opens its arms to embracing different cultural dances and songs through the Opening and Closing Ceremonies of the College Week.

The Grievance Redressal Cell deals with various grievances without considering students' racial or cultural background. National Unity Day is observed in the college to promote and spread awareness on the importance of people of different culture, region, religion and language living together in unity within the community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Different initiatives are taken by the institution to sensitize and inculcate human values and professional ethics among the students and the staff. An awareness programme on "Important Provisions of Cyber Laws Related to Women Rights" was organized. Julie Lalrinzami MJS, the Chief Judicial Magistrate, Lunglei was invited as the Resource Person

Mausen village is an adopted village of the Institution. A free Medical Camp was held at Mausen village in collaboration with Health and Family welfare department on 22 November 2016, where the people were made aware of the importance of improving quality of life through the practice of personal hygiene and were instructed on the prevention of various minor ailments. Free clinic was open to the inhabitants of the village and treatments of minor ailments were given to them. The NSS organized a work-camp in the village where "Health and Sanitation Awareness Programme" was held on 23rd March 2017. It was attended by the Principal and seven teaching staff members. The Principal gave a speech on the importance of cleanliness, health and sanitation to create a healthy and hygienic society. This was followed by community service work the next day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National Voters' Day is observed as a small function in the campus, where a speech on the importance of voting in a democracy and the duties of citizens in casting of votes is delivered. Constitution Day is also observed where the Preamble to the Indian Constitution is read out.

Dr. Rashakrishnan's Birthday (Teachers' Day) is celebrated in the college where small functions are organized by Core students in different departments. A small function is organized in celebration of Sardar Vallabhai Patel's Birthday (National Unity

Day), where speeches are given on unity and its importance.

The Eco Club observes Ozone Day. Students gather and a speech is given on various topics relating to the ozone and the environment. Green Mizoram Day is observed by cleaning public places, planting trees and clearing the sites of existing plantations of the college. Ek Bharat Shreshta Bharat and Fire Prevention Week are also observed.

National Service Scheme (NSS) Day is observed on the day by taking up community services like cleaning the campus and also other areas of the town. Swachhata Pakhwara is observed by doing various activities, community services and organizing awareness campaigns. Valentine's Day is also observed by organizing Blood Donation Camp.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Mentoring System

The Mentoring System was started with the objective of uplifting the students, not just in the academic sphere, but also in the social and personal sphere. It also strives to improve the work culture of the students and create better teacher-student relationship.

Course in Computer Concepts (CCC)

The Course on Computer Concepts (CCC) course was established to produce computer literate graduates and to equip them with technological know-how in order to be employable. It also aims to equip and enable students to make better use of e-resources available in the Institute. This will also enable them to make

use of the skills they have acquired once they are out in the real world working in different jobs.

Problems encountered and Resources required:

One of the biggest problems is the internet. As we are located in the hilly regions of India, internet reception lacks the proper strength and range that is required for proper teaching-learning of the computer course. Due to high humidity during the monsoon season, maintenance of the equipment can become quite challenging due to moisture.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In keeping with its motto, 'Service, Diligence, Honesty', Govt. J Buana College strives to inculcate in its students the spirit of service. The institution has adopted a village called Mause. The college jointly organized a free medical clinic in the village. The college has organized sanitation and cleanliness drives in the village. The college staff and students regularly visit the village during Covid 19 lockdown for delivering relief packages to the villagers.

The institution organizes a Voluntary Blood Donation camp at frequent intervals, usually once or twice a year.

The college also took part in the Clean Nghasih River project. The college has four roadside plantations along the World Bank Road. The college actively participates in the Green Mizoram Movement.

The staff have also contributed towards the Chief Minister's Relief Fund and the District Level Task Force fund. Contributions have also been given to the Poor Fund of Christian Hospital, Serkawn. The Students Evangelical Union also makes annual visits to different orphanages.

A dynamic project under Equal Opportunity Cell functioned from

2016 taking initiatives in gender sensitization programmes. These include collaboration with partners like Social Welfare Department, MHIP sub- headquarters and Health Department.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Conduct of Workshops/ Seminars on Quality Related Themes
2. New classrooms and teachers' Common room for the Commerce department to be readied for use in the next academic session
3. Strengthening of the Research Committee and encouraging more faculty members to undertake research work and motivating them to publish more research papers and undertake minor and major research projects.
4. Development and Maintenance of Institutional database through Management Information System (MIS)/ Enterprise Resource Planning (ERP) for maintaining and enhancing the institutional quality.
5. New Campus development - to undertake different development initiatives in the new campus and to prepare Master Plan and Detailed Project Report for the new campus