

Government Aizawl North College

Internal Quality Assurance Cell

Chairman : Vanlalduha
Principal
Gov't Aizawl North College
Phone : 0389-2348069 (O)
Mobile : 9436360875



Co-ordinator : Malsawmkima
Associate Professor
Department of English
Gov't Aizawl North College
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5th IQAC Co ordination Committee Minute

Time : 23rd, September, 2010 (3:15 p.m.)
Place : Principal's Office

Members present

Mr. Vanlalduha
Mr. Malsawmkima
Mr. K. Thangkima
Mrs. Angela Zoramthangi
Dr. T. Lalsangliana

The meeting was chaired by the Chairman of the IQAC, Mr. Vanlalduha.

After the Chairman welcomed the members the following resolutions were passed after discussions.

Resolution No. 1 : In conformity to the UGC guidelines and under the direction of the Director, College Development Council, Mizoram University, the following Committees were formed to pursue matters concerning UGC Grants and its implementation.

Planning Board

Chairman : Mr. Vanlalduha, Principal
Member Secretary : Dr. T. Lalsangliana, Department of Political Science
Members : Dr. H.L. Malsawma, Director, H & TE
SK Ghosh, Director, CDC, Mizoram University
Mr. Lalzuitluanga, HOD, Department of Mizo
Mr. K. Thangkima, HOD, Department of Economics
Mr. Lallura Zote, HOD, Department of History
Mr. Zohmingliana, HOD, Department of English
Mrs. Angela Zoramthangi, HOD, Department of Education
Mr. K. Vanlaltha, HOD, Department of Geography
Mr. Lalthangfala Sailo, Chaltlang.
Mr. Zomuana Zote, Librarian
Mr. HK Thangthuamlia, Accountant
Mrs. Lalzawni, UD.

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R. Zothansanga, Students Union Vice President
Zonunsiami Ralte, Students Union Cultural & Debating Secretary.
Ms. Sangthangpuii, FAO, Directorate of H & TE

Functions

1. The Planning Board shall perform following functions.
 - a. To define its own perspective in the light of local needs, social justice and development.
 - b. To formulate and prepare the proposals for development after identifying its needs and deciding on its priorities.
 - c. To help the College to effectively implement the various programmes approved by the state government and UGC.
 - d. To device measures to strengthen the administrative infrastructure in the college.
 - e. To bring about necessary academic reforms.
 - f. Functions and activities of various committees, like Building Committee, Library Committee, Purchase Committee, Advisory Committee of Equal Opportunity Cell/Centre, etc. will be reported to and reviewed by the Planning Board.
2. Two third members of the Board shall form a quorum
3. The Board shall meet at least once every academic calendar.
4. All members of the Board, other than ex-officio members, shall hold office for a term of three years.

The Coordinator, Mr. Malsawmkima shall compile and prepare the Utilization Certificate of the 1st Instalment from the UGC grant after which the charge of handling all the UGC related grants shall be left in the hands of Dr. T. Lalsangliana, Member Secretary, Planning Board.

Library Committee

Chairman : Mr. Vanlalduha, Principal
Member Secretary : Mr. Zomuana Zote, Librarian
Members : Mr. Lalzuitluanga, HOD, Department of Mizo
Mr. K. Thangkima, HOD, Department of Economics
Mr. Lallura Zote, HOD, Department of History
Mr. Zohmingliana, HOD, Department of English
Mrs. Angela Zoramthangi, HOD, Department of Education
Mr. K. Vanlalthaa, HOD, Department of Geography
Mr. HK Thangthuamlia, Accountant
Mr. Lalronunga,

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Functions

1. The term of the Committee, except the Ex Officio member, shall be three years. Two thirds of the total members of the Library Committee shall form a quorum for a meeting of the Library Committee.
2. The Library Committee shall hold two meetings in each academic year
3. The library Committee shall be responsible for the procurement of books and journals
4. The library grant may be utilized equitably over the plan period to procure the latest publications relevant to the courses being offered in the Colleges. Care may be taken not to purchase secondhand books.
5. The amount upto ten percent under this item may be utilized for stacking purposes.
6. At the end of each financial year, the colleges must submit separate lists of books and journals purchased along with related documents of supply order etc. as per different items of grants under this head utilized to UGC and the Affiliating University. This is mandatory for obtaining next installment.

Purchase Committee

Chairman : Mr. Vanlalduha, Principal
Member Secretary : Dr. T. Lalsangliana
Members : Mr.K. Thangkima, HOD, Department of Economics
Mr. HK Thangthuamlia, Accountant
Mr. Zohmingliana, HOD, Department of English

Functions

1. The purchase committee shall meet at least two times a year
2. The term of the Committee, except for the ex-officio members, shall be three years.
3. Half of total members shall form a quorum for the meeting of the Purchase Committee.
4. The Purchase Committee shall plan and purchase equipment with adequate justification.
5. All decisions relating to the purchases must be first discussed in the purchase meeting. Resolutions of the Purchase Committee should be properly minuted and be referred to UGC and University.
6. The amount up to ten per cent may be utilized for storage purpose.
7. The Colleges is required to submit a lists of equipments purchased from UGC funds with related documents to the concerned UGC Regional Offices and university at the end of each Financial Year.
8. The College is required to send to UGC audited statement of expenditure and utilization certificate from the Chartered Accountant so that the next instalment of grant may be sanctioned.

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Equal Opportunity Cell

Chairperson : Mr. Zohmingliana
Member Secretary : Mr. Lalrinmawia
Members : Mr. K. Vanlalthaa
Mr. H. Zonunsanga
Mrs. Saroj Laldinpui
Ms. Lalhmingliani
Mr. C. Vanlalvuana

Aims and Objectives :

1. To oversee the effective implementation of policies and programmes for disadvantaged groups, to provide guidance and counseling with respect to academic financial, social and other matters and to enhance the diversity within the campus.
 - a. To ensure equity and equal opportunity to the community at large in the college and bring about social inclusion.
 - b. To enhance the diversity among the students, teaching and non teaching staff population and at the same time eliminate the perception of discrimination.
 - c. To create a socially congenial atmosphere for academic interaction and for growth of healthy interpersonal relationships among the students coming from various social backgrounds.
 - d. To make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
 - e. To help individuals or a group of students belonging to the disadvantaged section of society and suggest amicable solution to their problems.
 - f. To look into the grievances of the weaker section of society and suggest amicable solution to their problems.
 - g. To disseminate the information related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Government, or related agencies/organisations issued from time to time.
 - h. To prepare barrier free formalities/procedures for admission/registration of students belonging to the disadvantaged groups of society.
 - i. To establish coordination with the Government and other agencies/organisations to mobilize academic and financial resources to provide assistance to students of the disadvantaged groups.
 - j. To organize periodic meetings to monitor the progress of different schemes.
 - k. To adopt measures to ensure due share of utilization by SC/ST in admissions, recruitments (teaching and non-teaching posts) and to improve their performances.
 - l. To sensitize the college on the problems of SC/ST and other disadvantaged groups.

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Advisory Board

Chairperson : Principal
Member Secretary : Mr. K. Vanlalthaa
Adviser : Mr. K. Thangkima
Mr. Lalzuitluanga

Member Secretaries of different Cells. (Planning Board, Purchase Committee, Library Committee, Equal Opportunity Cell)

The advisory committee shall review the implementation of various schemes and programmes for welfare of the disadvantaged and marginalized groups of society and other related activities undertaken by the college as well as implementation of reservation policy in admission and recruitment of SC, ST, PH, OBC and others, if any. The Committee should meet at least once in four months and action taken on decisions are to be reviewed in the subsequent meetings.

The Adviser in the College shall:

- Oversee/monitor various schemes/programmes sponsored by the Government of India/State Government, UGC or any agency/organisation as well as those devised by the college/affiliating university for the disadvantaged groups for their effective implementation.
- Be responsible for the effective functioning of SC/ST Cell other such Cells/Centres dealing with the problems of different socially disadvantaged groups.
- Convene the meetings of in-charge of other Committee/Programmes dealing with social issues such as Gender Sensitization Committee against sexual harassment (GSCASH), National Service Schemes (NSS) to review their activities.

The advisor shall submit the progress / review report to the Principal who in turn, shall forward the report to the UGC, affiliating University and the Planning Board of the College.

Resolution No. II: Addition of Study Tour- Sanction amount. In the last coordination Committee an amount of Rs. 60,000/- for study tour was sanctioned. However, the committee finds that the amount sanctioned would be too minimal to make a proper study. Hence, the amount of Rs.40,000/- is allocated in addition to the amount already sanctioned.

Resolution No. III: Networking Resources. After Careful deliberations the Committee resolved that the Library Committee's request for release of Rs.1,05,250/- for Networking and Installation, website development be pursued under the guidance and chairmanship of the *Committee on Infrastructure and Learning Resources* since it is rather the latter's function to oversee and pursue the matter and not the Library Committee.

Resolution No. IV: Students Welfare. The Committee resolved that the amount of Rs. Two Lakhs for accommodations for students, conveyances for students and stipends for students which we had received

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from UGC be utilized for the said purposes in accordance with the UGC guidelines and that the matter be pursued by the Students Welfare and Counseling Committee. The said Committee may report a detailed account of the usages after distribution of the funds to the Coordination Committee.

Resolution No.V. : Building of Women's Hostel. Is has been learnt that a Project for building of Women's Hostel is still open for application. The Committee entrust The Infrastructure and Learning Resources to pursue the project.


Resolution No VI. : UGC Network Resource Centre. The Committee resolved that the IQAC upgradation grant for UGC Network resource centre be pursued by the Coordinator.

The meeting ends with a vote of thanks from the Chair.


MALSAWMKIMA,
Coordinator.

Copy to all concerned




MALSAWMKIMA,
Coordinator.
Co-ordinator
IQAC
Govt. Aizawl North College