

**ACADEMIC & ADMINISTRATIVE AUDIT REPORT  
(July 2018 – June 2021)**

**DEPARTMENT OF ENGLISH  
GOVERNMENT J. THANKIMA COLLEGE**

**1. PROFILE OF THE DEPARTMENT**

Sl. No	Items	Description(s)				
1.1	Name of the Department	English				
1.2	Name of the Head of Department	Maria Lalremruati				
1.3	<b>Faculty's strength and paper/subject taught</b>					
<b>2018-2019</b>	<b>▪ Name of regular faculty</b>	<b>▪ Designation</b>	<b>▪ Qualification(s)</b>	<b>Paper Number/Code</b>	<b>▪ Name of Paper</b>	
	Lalhmunsiami Khiangte	Associate Professor	M.A	ENG/I/FC/1	Grammar, Comprehension, Letter Writings and Oral Com.	
				ENG/III/FC-3(Alt. Eng)	Poetry, Prose and Short Story	
				ENG/VI/CC/9	Indian Writing in English	
	Maria Lalremruati	Associate Professor	M.A	ENG/II/FC/2	Poetry, Prose and Short Story	
				ENG/V/CC/6	Women's Writings	
				ENG/VI/CC/12	American Literature	
	Lalrinsangi Ralte	Assistant Professor	M.A. M. Phil	ENG/III/EC/3	Poetry and Prose	
				ENG/V/EC/5	Drama- I	
				ENG/VI/CC/10	Drama – II	
	Brenda Laldingliani Sailo	Assistant Professor	M.A, NET, PGCTE	ENG/I/EC/1	History of English Literature	
				ENG/II/EC/2	History of English Language and Phonetics	
				ENG/IV/EC/4	Fiction – I	
	1.4	<b>▪ Name of attach, guest faculty</b>	<b>▪ Designation</b>	<b>▪ Qualification(s)</b>	<b>Paper Number/Code</b>	<b>▪ Name of Paper</b>
	<b>2018-2019</b>	Ruth VL. Rinpuii (Attached)	Assistant Professor	M.A, NET, B.Ed.	ENG/I/FC-1	Grammar, Comprehension, Letter Writings and Oral Com.
ENG/II/EC/2					History of English Language and Phonetics	
ENG/V/CC/8					Popular Studies	
Lalmalsawmi (Guest Faculty)		Assistant Professor	M.A, NET	ENG/II/FC-2	Poetry, Prose and Short Story	
				ENG/V/CC/7	Literary Theory and Criticism	
			ENG/VI/CC/11	Literary Criticism		

1.3	Faculty's strength and paper/subject taught					
2019-2020	▪ Name of regular faculty	▪ Designation	▪ Qualification(s)	Paper Number/Code	▪ Name of Paper	
	Lalmunsiami Khiangte	Associate Professor	M.A	ENG/I/FC-1	Grammar, Comprehension, Letter Writings and Oral Com.	
				ENG/I/EC/1	History of English Literature	
				ENG/III/FC-3 (Alt. Eng)	Prose and Poetry	
				ENG/III/EC/3	Prose and Poetry	
				ENG/VI/CC/10	Drama-II	
	Maria Lalremruati	Associate Professor	M.A	ENG/I/EC/1	History of English Literature	
				ENG/II/FC-2	Poetry, Prose and Short Story	
				ENG/III/EC/3	Prose and Poetry	
				ENG/V/CC/6	Women's Writings	
				ENG/VI/CC/12	American Literature	
	Lalrinsangi Ralte	Associate Professor	M.A, M. Phil	ENG/II/FC-2	Grammar, Comprehension, Letter writing, Oral Com.	
				ENG/I/EC/1	History of English Literature	
				ENG/V/CC/5	Drama-I	
				ENG/VI/CC/10	Drama-II	
	Brenda Laldingliani Sailo	Assistant Professor	M.A, NET, PGCTE	ENG/II/FC/2	Poetry and Short Stories	
				ENG/IV/EC/4	Fiction – I	
	1.4	▪ Name of attach, guest faculty	▪ Designation	▪ Qualification(s)	Paper Number/Code	▪ Name of Paper
	2019-2020	Lalmalsawmi (Guest Faculty)	Assistant Professor	M.A. NET	ENG/V/CC/7	Literary Theory and Criticism
					ENG/III/FC-3 (Alt. Eng)	Prose and Poetry
Ruth V.L Rinpuii (Attached)		Assistant Professor	M.A. NET, B.Ed.	ENG/I/FC-1	Grammar, Comprehension, Letter Writing and Oral Com.	
				ENG/I/EC-1	History of English Literature	
				ENG/II/FC-2	Poetry, Prose and Short Story	
				ENG/II/EC/2	History of English Language and Phonetics	
				ENG/V/CC/8	Popular Studies	
Dr. Lalthansangi Ralte (RUSA)		Assistant Professor	M.A, NET, M. Phil, Ph. D	ENG/II/EC/2	History of English Language and Phonetics	
				ENG/VI/CC/9	Indian Writing in English	
				ENG/VI/CC/11	Literary Criticism	

1.3	Faculty's strength and paper/subject taught				
2020-2021	Name of regular faculty	Designation	Qualification(s)	Paper Number/Code	Name of Paper
	Lalhmunsiami Khiangte	Associate Professor	M.A	ENG/I/EC/1	History of English Literature
				ENG/III/FC-3 (Alt. Eng)	Poetry, Prose and Short Story
				ENG/VI/CC/9	Indian Writing in English
	Maria Lalremruati	Associate Professor	M.A	ENG/I/FC-1	Grammar, Comprehension, Letter Writings and Oral Com.
				ENG/II/FC-2	Poetry, Prose and Short Story
				ENG/V/CC/6	Women's Writings
	Lalrinsangi Ralte	Associate Professor	M.A, M. Phil	ENG/VI/CC/12	American Literature
				ENG/I/FC-1	Grammar, Comprehension, Letter Writings and Oral Com.
				ENG/V/CC/5	Drama- I
	Brenda Laldingliani Sailo	Assistant Professor	M.A, NET, PGCTE	ENG/VI/CC/10	Drama- II
				ENG/I/FC-1	Poetry, Prose and Short Story
				ENG/II/EC/2	History of English Language and Phonetics
				ENG/IV/CC/4	Fiction – I
	2020-2021	Ruth V.L Rinpuii (Attached)	Assistant Professor	ENG/V/CC/8	Popular Studies
				ENG/I/EC/1	History of English Literature
ENG/II/FC-2				Poetry, Prose and Short story	
ENG/II/EC/2				History of English Language and Phonetics	
2020-2021	Dr. Lalthansangi Ralte (RUSA)	Assistant Professor	ENG/III/EC-3	Prose and Poetry	
			ENG/I/FC-1	Grammar, Comprehension, Letter Writings and Oral Com.	
			ENG/II/FC-2	Poetry, Prose and Short Story	
			ENG/VI/CC/7	Literary Theory and Criticism	
2020-2021	Dr. Lalthansangi Ralte (RUSA)	Assistant Professor	ENG/VI/CC/11	Literary Criticism	
			ENG/VI/CC/11	Literary Criticism	

1.5	Details of awards, honours, recognitions received by faculty member(s) and Department(s)	2018-19	2019-20	2020-21
		None	None	None
1.6	Number of Departmental meetings held.	7	7	6

## 2. ENROLLMENT AND EVALUATION.

Sl. No	Items	Description(s)																												
		2018-19									2019-20									2020-21										
2.1	Intake capacity	50									50									50										
2.2	Teacher-student ratio	1:54									1:53									1:90										
2.3	Semester-wise student's enrollment. (Odd Semester)																													
	Semester	2018-2019									2019-2020									2020-2021										
		Male			Female			Total			Male			Female			Total			Male			Female			Total				
	1 <sup>st</sup> Semester FC/I	167			104			271			171			101			272			245			204			454				
	1 <sup>st</sup> Semester EC/I	28			14			42			28			10			38			24			19			43				
	3 <sup>rd</sup> Semester	19			11			30			25			9			34			43			21			64				
	3 <sup>rd</sup> Semester (Alt. Eng)	16			4			20			11			7			18			10			6			16				
5 <sup>th</sup> Semester	11			7			18			8			4			12			11			6			17					
2.4	Category-wise student's enrollment.																													
ODD SEMESTER	Semesters	2018-19									2019-20									2020-21										
		Male				Female					Total	Male				Female					Total	Male				Female				
	SC	ST	OBC	GEN	SC	ST	OBC	GEN	SC	ST		OBC	GEN	SC	ST	OBC	GEN	SC	ST	OBC		GEN	SC	ST	OBC	GEN	SC	ST	OBC	GEN
	1 <sup>st</sup> Semester FC/I		167			3	97	3	1	271		168		3		99		2	272		241		4		203	1	5	454		
	1 <sup>st</sup> Semester EC/I		28				14			42		28				10			38		50		1		40	1	1	93		
	3 <sup>rd</sup> Semester CC/I		19				11			30		11				7			18		18		1		13		1	32		
	3 <sup>rd</sup> Semester Alt. Eng		16				4			20											43				21			64		
5 <sup>th</sup> Semester		5				6			11		8				4			12		11				6			17			

<b>2.5 External Examination results.</b>																						
		<i>Number of students appeared</i>						<i>Number of students passed</i>			<i>Number of students appeared</i>			<i>Number of students passed</i>			<i>Number of students appeared</i>			<i>Number of students passed</i>		
		<b>2018-19</b>						<b>2019-20</b>						<b>2020-21</b>								
		Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
<b>ODD SEMESTER</b>	1 <sup>st</sup> Semester FC/I	123	69	192	113	66	179	135	78	213	128	72	200	203	171	374	202	171	373			
	1 <sup>st</sup> Semester EC/I	18	9	27	1	2	3	28	10	38	7	1	8	42	27	69	42	27	69			
	3 <sup>rd</sup> Semester EC/I	14	10	24	7	10	17	13	8	21	9	6	15	20	12	32	19	12	31			
	3 <sup>rd</sup> Semester Alt. Eng	11	6	17	8	6	14	20	6	26	15	3	18	35	18	53	35	18	53			
	5 <sup>th</sup> Semester	5	5	10	2	3	5	7	4	11	2	3	5	10	6	16	10	6	16			
<b>EVEN SEMESTER</b>	2 <sup>nd</sup> Semester FC/II	95	51	146	53	32	85	119	69	188	119	69	188									
	2 <sup>nd</sup> Semester EC/II	7	10	17	4	4	8	23	9	32	23	8	31									
	4 <sup>th</sup> Semester	8	11	19	4	9	13	15	6	21	14	6	20									
	6 <sup>th</sup> Semester	5	5	10	2	3	5	6	4	10	6	4	10									
<b>2.6 Division-wise external examination results</b>																						
<b>ODD SEM</b>	Semesters	<b>Number of students passed grade wise</b>								<i>Position attained in the Top Ten rank (In 6<sup>th</sup> Semester Undergraduate Examination)</i>												
		<b>2018-2019</b>																				
	<i>F</i>	<i>C</i>	<i>B</i>	<i>B+</i>	<i>A</i>	<i>A+</i>	<i>O</i>															
	1 <sup>st</sup> Semester FC/I	13	55	79	50	5	0	0														
	1 <sup>st</sup> Semester EC/I	24	3	0	0	0	0	0														
	3 <sup>rd</sup> Semester EC/I	7	10	5	2	0	0	0														
	3 <sup>rd</sup> Semester Alt. Eng	3	2	5	5	1	0	0														
5 <sup>th</sup> Semester	5	0	2	2	1	0	0															
<b>EVEN SEM</b>	2 <sup>nd</sup> Semester FC/II	61	45	23	14	3	0	0														
	2 <sup>nd</sup> Semester EC/II	9	5	3	0	0	0	0														
	4 <sup>th</sup> Semester	6	7	4	2	0	0	0														
	6 <sup>th</sup> Semester	5	0	2	2	1	0	0														

	Semesters	Number of students passed grade wise						
		2019-2020						
ODD SEM		<i>F</i>	<i>C</i>	<i>B</i>	<i>B+</i>	<i>A</i>	<i>A+</i>	<i>O</i>
	1 <sup>st</sup> Semester FC/I	13	60	101	33	6	-	-
	1 <sup>st</sup> Semester EC/I	30	8	-	1	-	-	-
	3 <sup>rd</sup> Semester EC/I	6	8	6	1	-	-	-
	3 <sup>rd</sup> Semester Alt. Eng	8	7	6	4	1	-	-
5 <sup>th</sup> Semester	6	3	2	-	-	-	-	
EVEN SEM	2 <sup>nd</sup> Semester FC/II	0	14	43	74	51	6	-
	2 <sup>nd</sup> Semester (Elective)	1	9	13	8	1	-	-
	4 <sup>th</sup> Semester (Elective)	1	3	3	9	5	-	-
	6 <sup>th</sup> Semester (Elective)	0	0	1	4	5	-	-
		Number of students passed grade wise						
		2020-21						
ODD SEM		<b>F</b>	<b>C</b>	<b>B</b>	<b>B+</b>	<b>A</b>	<b>A+</b>	<b>O</b>
	1 <sup>st</sup> Semester FC/I	1	11	43	113	175	30	1
	1 <sup>st</sup> Semester EC/I	0	9	5	13	23	19	0
	3 <sup>rd</sup> Semester EC/III	1	0	0	7	9	13	2
	3 <sup>rd</sup> Semester Alt. Eng	0	5	12	10	15	9	2
5 <sup>th</sup> Semester	0	0	0	1	7	8	0	
EVEN SEM	2 <sup>nd</sup> Semester/FC/II	0	13	75	155	106	1	0
	2 <sup>nd</sup> Semester/EC/II	0	7	20	28	13	0	0
	4 <sup>th</sup> Semester	0	1	10	12	7	0	0
	6 <sup>th</sup> Semester	0	0	0	11	3	0	0

*Position attained in the Top Ten rank  
(In 6<sup>th</sup> Semester Undergraduate Examination)*

*Position attained in the Top Ten rank  
(In 6<sup>th</sup> Semester Undergraduate Examination)*

2.7 Teacher-wise record of pass percentage in the last External Examination.					
2018-2019	Name of teacher	Semester taught	Paper Number / Code	Pass Percentage	
	Lalhmunsiami Khiangte	1 <sup>st</sup> Semester		ENG/I/FC-1	93.22%
		3 <sup>rd</sup> Semester		ENG/III/FC-3(Alt. Eng)	82.35%
		6 <sup>th</sup> Semester		ENG/VI/CC/9	100%
	Maria Lalremruati	2 <sup>nd</sup> Semester		ENG/II/FC-2	58.21%
		5 <sup>th</sup> Semester		ENG/VI/CC/6	100%
		6 <sup>th</sup> Semester		ENG/VI/CC/12	100%
	Lalrinsangi Ralte	3 <sup>rd</sup> Semester		ENG/III/EC/3	70.83%
		2 <sup>st</sup> Semester		ENG/V/CC/5	100%
		6 <sup>th</sup> Semester		ENG/VI/CC/10	90%
	Brenda Laldingliani Sailo	2 <sup>nd</sup> Semester		ENG/I/EC/1	11.11%
		4 <sup>th</sup> Semester		ENG/II/EC/2	47.05%
		5 <sup>th</sup> Semester		ENG/IV/EC/4	68.42%
	Ruth VL Rinpuii	1 <sup>st</sup> Semester		ENG/I/FC/1	93.22%
		2 <sup>nd</sup> Semester		ENG/II/EC/2	47.05%
5 <sup>th</sup> Semester			ENG/V/CC/8	100%	
Lalmalsawmi	2 <sup>nd</sup> Semester		ENG/II/FC-2	58.21%	
	5 <sup>th</sup> Semester		ENG/V/CC/7	50%	
	6 <sup>th</sup> Semester		ENG/VI/CC/11	100%	

2019-2020	Name of teacher	Semester taught	Paper Number / Code	Pass Percentage	
	Lalhmunsiami Khiangte	1 <sup>st</sup> Semester		ENG/I/EC/1	21.05%
		1 <sup>st</sup> Semester		ENG/I/FC-1	93.9%
		3 <sup>rd</sup> Semester		ENG/III/FC-3(Alt. Eng)	69.2%
		3 <sup>rd</sup> Semester		ENG/III/EC/3	71.4%
		6 <sup>th</sup> Semester		ENG/VI/CC/10	100%
	Maria Lalremruati	1 <sup>st</sup> Semester		ENG/I/EC/1	21.05%
		2 <sup>nd</sup> Semester		ENG/II/FC-2	100%
3 <sup>rd</sup> Semester			ENG/III/EC/3	71.4%	

		5 <sup>th</sup> Semester	ENG/VI/CC/6	90.9%
		6 <sup>th</sup> Semester	ENG/VI/CC/12	100%
	Lalrinsangi Ralte	1 <sup>st</sup> Semester	ENG/I/EC/1	21.05%
		2 <sup>nd</sup> Semester	ENG/II/FC-2	100%
		5 <sup>th</sup> Semester	ENG/V/CC/5	72.7%
		6 <sup>th</sup> Semester	ENG/VI/CC/10	100%
	Brenda Laldingliani Sailo	1 <sup>st</sup> Semester	ENG/II/FC-2	100%
		2 <sup>nd</sup> Semester	ENG/II/EC/2	96.88
		4 <sup>th</sup> Semester	ENG/IV/EC/4	95.88%
	Ruth VL Rinpuii	1 <sup>st</sup> Semester	ENG/I/EC/1	21.05%
		1 <sup>st</sup> Semester	ENG/I/FC-1	93.9%
		2 <sup>nd</sup> Semester	ENG/II/FC-2	100%
		2 <sup>nd</sup> Semester	ENG/II/EC/II	96.88%
	Dr. Lalthansangi Ralte	5 <sup>th</sup> Semester	ENG/VI/CC/8	90.9%
		2 <sup>nd</sup> Semester	ENG/II/EC-2	96.88%
		2 <sup>nd</sup> Semester	ENG/V/CC/9	100%
Lalmalsawmi	6 <sup>th</sup> Semester	ENG/VI/CC/11	100%	
	3 <sup>rd</sup> Semester	ENG/III/FC-3 (Alt. Eng)	69.2%	
		5 <sup>th</sup> Semester	ENG/V/CC/7	45%

2020-2021	Name of teacher	Semester taught		Pass Percentage	
	Lalmunsiami Khiangte	1 <sup>st</sup> Semester	ENG/I/EC/1		99.73%
		3 <sup>rd</sup> Semester	ENG/III/FC-3 (Alt. Eng)		100%
		6 <sup>th</sup> Semester	ENG/VI/CC/9		100%
	Maria Lalremruati	1 <sup>st</sup> Semester	ENG/I/FC-1		96%
		2 <sup>nd</sup> Semester	ENG/II/FC-2		100%
		5 <sup>th</sup> Semester	ENG/V/CC/6		100%
		6 <sup>th</sup> Semester	ENG/VI/CC/12		100%
	Lalrinsangi Ralte	1 <sup>st</sup> Semester	ENG/I/FC-1		96%
		2 <sup>nd</sup> Semester	ENG/II/FC-2		100%
		5 <sup>th</sup> Semester	ENG/V/CC/5		100%
		6 <sup>th</sup> Semester	ENG/VI/CC/10		100%

	Brenda Laldingliani Sailo	1 <sup>st</sup> Semester	ENG/I/FC-1	96%
		2 <sup>nd</sup> Semester	ENG/II/FC-2	100%
		4 <sup>th</sup> Semester	ENG/IV/CC/4	100%
		5 <sup>th</sup> Semester	ENG/V/CC/8	100%
	Ruth VL. Rinpuii	1 <sup>st</sup> Semester	ENG/I/EC/1	99.73%
		2 <sup>nd</sup> Semester	ENG/II/FC-2	100%
		2 <sup>nd</sup> Semester	ENG/II/EC/2	100%
		3 <sup>rd</sup> Semester	ENG/III/EC-3	100%
	Dr. Lalthansangi Ralte	1 <sup>st</sup> Semester	ENG/I/FC-1	96%
		2 <sup>nd</sup> Semester	ENG/II/FC-2	100%
		5 <sup>th</sup> Semester	ENG/VI/CC/7	100%
		6 <sup>th</sup> Semester	ENG/VI/CC/11	100%

### 3. CURRICULAR ASPECT (70 Points)

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
	<b>Contributions towards curriculum design and development.</b> (Approx. 100 words)	<ul style="list-style-type: none"> <li>Faculty members give verbal and written suggestions to the Core Committee for UG Syllabus, Department of English, MZU when solicited.</li> <li>Faculty member, Maria Lalremruati is involved in preparing and designing Model Questions for UG Examinations under MZU, May, 2020 and October, 2020.</li> <li>Faculty from the Department participated as members of Core Committee, UG Syllabus, Dept. of English, MZU. Miss Brenda Laldingliani Sailo is member of Core Committee for UG Syllabus from 2019.</li> </ul>			
3.2	<b>How is curriculum delivery administered?</b> (Approx. 100 words)	<p>Curriculum is administered by the Department through-</p> <ol style="list-style-type: none"> <li>Classroom Teaching/Lecture Method with the help of <b>White Board, Power Point Presentation, Charts.</b></li> <li><b>Reading materials/handouts</b> are disseminated among students.</li> <li><b>Presentations and Classroom Seminars</b> are imposed upon students as means to foster confidence, better input and participation, and for knowledge enhancement.</li> <li><b>Assignments:</b> Timely assessment of assignments and course work and conducting Internal Exams.</li> <li>Utilizing <b>WhatsApp, Telegram</b>, as means for <b>Study Group, discussion</b> and for <b>material dissemination.</b></li> <li>Use of <b>Video Clips, Audio Visual/aid</b> as means for better curriculum delivery.</li> <li><b>Creative Writing, Practice Writing, and Book Review</b> on related Curriculum is given to Students</li> </ol>	<b>10</b>		
3.3	<b>Whether teaching plan and teaching diary are maintained?</b> (Tick the appropriate response)	Both Teaching Plan and Teaching Diary are maintained by all faculty.	<b>5</b> Maintaining both = 5 Maintaining one only = 3		

3.4	<b>Whether monthly/periodic faculty meeting is conducted? Mention the date of meetings</b>				10 Monthly = 10 Periodic = 5 Others = 3			
	1) Monthly							
	2) Periodic		√ Ref. Meeting Minute book					
	3) Others							
3.5	<b>Value added courses, diploma introduced, if any.</b>				20 30 days or more: 20 29 days and below: 10			
	Name of course	Duration	Sponsoring agency	Certifying authority				Nos of participants
	Spoken English Classes	One month (May, 2018)	RUSA	Department of English and College				60
		Two months (Sept.-Oct. 2018)	RUSA	Department of English and College				47
		2 months Sept- Oct, 2019	RUSA	College				60
		1 Month April, 2021	RUSA	Dept. of English				-
	Course on Computer Concept (CCC)	3 Months Sept- Nov, 2019	College and NIELIT, Aizawl	NIELIT Aizawl Centre	27 Students			
3.6	<b>Number of students awarded honors, recognitions, etc., at state, national and international level</b>				10 State level = 2 National level = 3 International level = 5			
	Level	Name	Award	Event				
	State:	David Lalmalsawma 5 <sup>th</sup> Semester Core	2 <sup>nd</sup> Prize	State Level World Environment Day Online Article Writing. 5 <sup>th</sup> June, 2020				
		David Lalmalsawma 5 <sup>th</sup> Semester Core	1 <sup>st</sup> Prize	State Level Online Article Writing on Ozone for Life: 35 Year of Ozone Layer Protection. 16 <sup>th</sup> September, 2020				

		David Lalmalsawma 6 <sup>th</sup> Semester Core	3 <sup>rd</sup> Prize	Article Writing on Innovative Solutions to Fight Against Covid-19 in Protecting Our Health and Environment. 23 <sup>rd</sup> March, 2021			
	National:						
	International:						
3.7	<b>Whether structured feedback is received and analyzed from:</b> (Tick the appropriate response)						
2018-19	1) Alumni		√		<b>10</b> All three = 10 Any two = 7 Anyone = 3		
	2) Students		√				
	3) Parents		√				
<b>Total</b>					<b>70</b>		

**4. TEACHING-LEARNING AND EVALUATION. (120 points)**

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
4.1	<b>Whether classrooms are ICT enabled?</b>	ICT mentioned below are utilized as means for Classroom teachings- 1. Laptop 2. Television Set/Visual aid as means for better Course delivery. 3. Projector 4. Pen drive, external hard drive. 5. Mobile Phone (for call/discussion, addressing queries. WhatsApp as means of Study Group, and Telegram)	<b>10</b> 5 or more items = 10 4 or less items = 5		
4.2	<b>Percentage of teachers using ICT in teaching</b>	ICT was utilized by 100% of Department Faculty to enhance effective teaching.	<b>10</b> 80% and above= 10 60% - 79%= 5 59% and below= 3		
4.3	<b>E-Resources and tools available</b> (Approx. 100 words)	1. N-LISTS, SOUL 2.0, and OPAC are available in the College Library. 2. E-Journals and E-Books are also available in the College Library. 3. PDF, E-Books, Study Materials, Solved MCQ, Power Point Presentations and Audios uploaded in the LMS, Google Drive, Google Classroom, Zoom Meet, WhatsApp group. 4. Old Questions Papers uploaded in the College Website.	<b>5</b>		
4.4	<b>Utilization of teaching aids</b>	1. White Boards, marker, dictionaries, encyclopedias, books, reference books, Journals, TV, Projector, Charts, Visual aid are utilized for offline teaching. 2. Apart from the traditional teaching aids, Laptops, power point, internet, online dictionaries, talking dictionary for pronunciation, google search, doc scanner, cam scanner, online e-books and e-journals are utilized for teaching learning process. 3. LMS, Google Meet, Zoom live, audio visuals, power point etc., are utilized for online teaching.	<b>5</b>		

4.5	<b>Aggregate of syllabus coverage in percentage</b>	90-100% of the Course/syllabus is covered by all faculties.	<b>10</b> 90% - 100% = 10 80% - 89% = 7 60% - 79% = 5 59% and below = 3		
4.6	<b>Whether parents-teacher meeting was organized? If yes, give details.</b> (Approx. 100 words)	<ul style="list-style-type: none"> <li>• Through initiative taken up by Parents- Teacher Committee (PTC), Patents-Teacher Meet was organized with the collaborative effort of the Department on 13<sup>th</sup> March, 2019 at the College Campus.</li> <li>• Parent’s feedback was conducted with the purpose of creating affinity with them. This creates a congenial atmosphere between Parents, teachers and students. Physical and academic performance are studied and addressed both by the teachers and parents for the benefit of the student’s mental, physical and academic progress.</li> <li>• With collaborative effort of PTC, the Department conducted Parent’s feedback 2021 was taken and collected through Google forms due to the Covid Outbreak.</li> <li>• The Department organized an Online Parents-Teachers Meet for Core Students pertaining to Online classes during the pandemic on 29<sup>th</sup> May, 2021 at <a href="https://us04web.zoom.us/j/75401579411pwd=UG51RWhXK1VmQmq0pzdlZoWXV1Rm9MZz09">Zoom Meeting Room https://us04web.zoom.us/j/75401579411pwd=UG51RWhXK1VmQmq0pzdlZoWXV1Rm9MZz09</a>.</li> </ul>	<b>10</b>		

4.7	<p><b>Was remedial class arranged? If so, how often was it arranged?</b> (Approx. 50 words)</p>	<ul style="list-style-type: none"> <li>• Remedial classes were arranged for weak/slow learners, students with backlog papers, and computer illiterate initiated by RCC with the compliance of the Department within the -reporting period. Survey was conducted by RCC on students to identify such list. Remedial classes and three shifts for Computer course was conducted in collaboration with RCC during 2018-2019: 1<sup>st</sup> Semester: July- September 2018 3<sup>rd</sup> Semester: October - November 2018 6<sup>th</sup> Semester: February - May 2019. Remedial Class Logbook is maintained by the Department.</li> <li>• During 2019-2020, Students with a score of 60% below in the internal Examination were identified and selected to attend the remedial classes. The Department then took initiative in conducting remedial cases for such learners during the Month of October, 2019. In the Even Semester, Remedial classes are arranged every Monday and Tuesday at 3:30- 4::00 after normal classes are over. Apart from the weak/slow learners, all interested students can attend the Remedial classes.</li> <li>• During 2020-2021, online Remedial Classes were taken up by the Department. WhatsApp Group for Students with backlog was created and utilized to the maximum.</li> </ul>	10		
4.8	<p><b>Mention the category for which Remedial Class has been arranged.</b> (Tick the appropriate response)</p>		5		
	Backlog learners	√	For both category= 5 For one category= 3		
	Slow learners	√			

4.9	<b>How were gifted learners supported? (Approx. 50 words)</b>	<ol style="list-style-type: none"> <li>1. Encouragements, mental support special mentoring, and guidance given to students with prospects.</li> <li>2. Cash incentive and Certificate is given to students who top Class Test/Internal Exams for motivation and recognition.</li> <li>3. Advanced learners if found to be financially underprivileged, the Department teachers contribute fund to make ends meet for such students.</li> <li>4. Financial aid is given to those students who need support. Free reading materials in the form of photocopies are given to them.</li> <li>5. Home Visit.</li> </ol>			<b>10</b> 5 items or more = 10 4 items or less = 5	
4.10	<b>Number of teachers pursuing M. Phil/ Ph. D/higher studies.</b>	Ph. D: M. Phil: Higher Studies:	Total: None	<b>10</b> 3 or more = 10 2 or less = 5	NIL	
4.11	<b>Number of teachers awarded M. Phil/ Ph. D during the reporting period.</b>	Ph. D: M. Phil: Higher Studies:	Total: None	<b>15</b> 2 or more = 15 1 person = 10	NIL	
4.12	<b>Whether invited / guest lecture organized? If yes, mention:</b>					
	Name of program	Name of guest	Date/Duration	No of participants	<b>10</b> 2 or more = 10 1 person = 5	
	Spoken Class	Dr. Lalsangpuii	20 <sup>th</sup> September, 2019	60		
	Spoken Class	Dr. Lalsangpuii	24 <sup>th</sup> September, 2019	41		
	Spoken Class	Dr. Lalsangpuii	30 <sup>th</sup> September, 2019	47		
	Spoken Class	Dr. Lalsangpuii	7 <sup>th</sup> October, 2019	42		
	Spoken Class	Dr. Lalsangpuii	11 <sup>th</sup> October, 2019	60		
	Spoken Class	Dr. Lalsangpuii	14 <sup>th</sup> October, 2019	40		
	Spoken Class	Dr. Lalsangpuii	18 <sup>th</sup> October, 2019	41		
	Spoken Class	Dr. Lalsangpuii	21 <sup>st</sup> October, 2019	43		
4.13	<b>Were the students given back answer papers in internal evaluation for self-assessment? (Tick the appropriate items)</b>				<b>10</b> Sl. No. 1) = 10 Sl. No. 2) = 5 Sl. No. 3) = 3	
	1) All teachers give back	√				
	2) Some teachers give back					
	3) No teachers give back					
<b>Total</b>				<b>120</b>		

**5. RESEARCH, INNOVATION AND EXTENSION. (120 points)**

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
5.1	<b>Students (research) project (Other than college syllabus)</b> [Approx. 100 words]	Nil			
5.2	<b>Brief outline of extension activities organized by the department.</b> (Approx. 100 words)	2018-19 <ul style="list-style-type: none"> <li>• Department Teaches exposed the English Core Students as an Extension Activity to the 5th General Conference cum Seminar organized by Mizoram English Literary Society (MIELS) on 4th September, 2019 at Pachhunga University College.</li> <li>• Department teachers are actively involved in Extension Activity as Paper Setter, Model Question Setter and Examiner in the External Examination organized by MZU.</li> <li>• Workshop on Translation on 22nd July, 2019 was organized for Core students.</li> <li>• Conducting Spoken English Classes during May, 2018. All Core Students of each Department were target Group for Even Semester. 3rd and 5th Semester students were the target group for Odd Semester, conducted during September - October 2018. Classes were conducted on Monday, Wednesday, and Friday at 3:30-4:30 pm after normal classes are over.</li> </ul>	5		
		2019-20 <p>All Faculty functions as Nodal Officers for the College Literature Club.</p> <ul style="list-style-type: none"> <li>• Poetry Writing and Arts Competition in collaboration with Literature Club was organized on 31<sup>st</sup> October, 2019 at the College Campus.</li> <li>• Participated as an extension activity at NSS and Red Ribbon Blood Donation camps for society, environmental awareness campaigns and tree plantation under Eco Club, and cleanliness drive organized by the Institution.</li> <li>• Spoken English Classes was conducted during Sept-Oct, 2019.</li> </ul>			

		2020-21	<ul style="list-style-type: none"> <li>Organized Sensitization Program and observed International Women’s Day on 8<sup>th</sup> March, 2021 collaborating with EOC.</li> <li>Organized Online Poster Writing Competition with Internal Complaints Committee (ICC) in observance of Sexual Assault Awareness Week on 1st- 30<sup>th</sup> April, 2021.</li> <li>Organized Online Essay Writing Competition on 30<sup>th</sup> April, 2021. The Competition was open for all students of the College.</li> <li>The Department organized an Online Parents-Teachers Meet for Core Students on 29<sup>th</sup> May, 2021 at <a href="https://us04web.zoom.us/j/75401579411">Zoom Meeting Room https://us04web.zoom.us/j/75401579411</a> <a href="https://us04web.zoom.us/j/75401579411">pwd=UG51RWhXK1VmQmq0pzdlZoWXV1Rm9MZz09</a>.</li> <li>Donating to the Poor and Elderly within Bawngkawn area during Covid-19 Pandemic: The Department in collaboration with the Evangelical Union on 12<sup>th</sup> December, 2020 identified 3 Elderly and Needy Persons within Bawngkawn area for support. Donation of Rs.6000/- was raised out of which Rs.2000/- was donated by the Department Teachers. Rs.2000/- each was given to these 3 Elderly Persons for support during the Covid-19 Pandemic.</li> </ul>			
5.3	<b>Number of students participating in extension activities organized by the Institution and other departments</b>		More than 150 students participated at the extension activities organized by the Institution.	100 students and above=5 99 students and below=3		

5.4	<b>Collaborative activities for research, faculty exchange organized.</b> (Approx. 100 words)				<ul style="list-style-type: none"> <li>The Department organized Online Faculty and Students Exchange Programme with Faith College, Zarkawt on 20<sup>th</sup> April, 2021. The Program was conducted for mutual benefit of both the Colleges. Knowledge sharing, problems encountered both from teachers and students in the teaching learning process during the Pandemic was shared. Suggestions and solutions was also shared from both side Student participants from both Colleges were invited to talk and share their experiences regarding online classes, online examinations, and problems they encounter. Academic and Course content pertaining to the 2<sup>nd</sup> Semester English FC-II was also discussed, and short lecture was delivered by faculty from both Colleges.</li> <li>Online Faculty Exchange Program with Govt. T Romana College was organized by the Department during 30<sup>th</sup> April, 2021. The Faculty Exchange Program is initiated to enhance faculty development through knowledge, experience and strategy sharing for the mutual benefit of teachers, students and institution. The open channel communication through the Program was to facilitate understanding, and encourage both institutional faculties to broaden experience and knowledge, and to improve performance in teaching-learning process and environment, research and administration.</li> </ul>	5	NIL
5.5	<b>Linkages with industries, institution, corporate houses.</b> (Approx. 100 words)				Nil		Nil
5.6	<b>Availability of consultancy service(s).</b> (Approx. 100 words)				Nil		Nil
5.7	<b>Details of grants for research project awarded to faculty</b>						
	Name of teacher	Title of project	Minor / Major	Sponsoring agency	Amount (Rs)	15 Major = 10 Minor = 5	NIL
	1)						
	2)						
5.8	<b>Whether seminar, symposia, workshop conducted? If so, mention excluding student seminar.</b>				10 3 or more = 10		NIL

	Name of programme	Sponsoring agency	Duration	Nos of participants	2 or less = 5		
	National Webinar on” Cross Cultural Translation.”	RUSA	3rd October, 2020	100	5		
<b>5.9</b>	<b>Publications by faculty</b>						
	<b>▪ Research papers published by teachers in journals.</b>						
	<b>Name of author</b>	<b>Title of paper</b>	<b>Name of journal</b>	<b>Recognized by UGC.</b>	<b>ISBN/ISSN number</b>		
	Brenda Laldingliani Sailo	Interpreting Sialton Official as Short Story	Mizo Studies Vol. VIII No.2 April-June,2019	YES	ISSN (P): 2395-7352	20 5 or more = 20 3 – 4 = 15 1 – 2 = 10	
		Language Acquisition as an Innate Ability	Journal of Humanities & Social Sciences Vol. V Issue 1 June, 2019	YES	ISSN-2319-6041		
		The Fear of the Unknown: The Quintessence of Lalzuithanga’s Thlahrang.	Mizo Studies Vol. VII No. 3 Jul- Sept, 2019	YES	ISSN (P): 2395-7352		
	<b>Name of author</b>	<b>Title of paper</b>	<b>Name of journal</b>	<b>Not recognized by UGC.</b>	<b>ISBN/ISSN number</b>		
	Dr. Lalthansangi Ralte	‘In Conversation with Pi Malsawmi Jacob: The Novelist and Poet’ pp 104-107	Lentupui 14 <sup>th</sup> Annual Magazine 2019-20 Govt. J. Thankima College	NA	ISBN- 9788193583500	10 5 or more = 10 3 – 4 = 5 1 – 2 = 3	
	Ruth V.L Rinpuui	Role of Animals in Folktales of the Mizos and the Chakmas’ pp108-113	Lentupui-14 <sup>th</sup> Annual Magazine2019-2020, Govt. J. Thankima College	NA	ISBN- 9788193583500		

<b>▪ Research papers / articles published by teachers</b>					<b>5</b>	NIL	
Name of author	Title of paper	Name of journal / Newspapers/ Magazines	Vol number/Date		5 or more = 5 3 – 4 = 3 1 – 2 = 2		
<b>▪ Books and chapters in edited volumes/books published and papers in state/national/international conference-proceedings.</b>							
Name of author	Title of paper/book	Name of publisher	ISSN/ISBN number	Year of publication	<b>10</b> 5 or more = 10 3 – 4 = 5 1 – 2 = 3		
Ruth VL Rinpuii	Teaching Aids: Prospects of Audio-Visual Aids in Literature Teaching”. pp. 105-116	Pankaj Roy (Ed). Publisher, Pankaj Roy. 2018	ISBN 978-93-5346-678-7	2018			
	A Story of Deluge: With Special Reference to Ngaiteii.	Govt. J. Thankima College	ISBN No.: 978-93-90434-40-4	2021			
Dr. Lalthansangi Ralte	Portrayal of the Natural Picturesque: A Study of Mizo Poetry (hla/chhamhla)	Govt. J. Thankima College	ISBN No.: 978-93-90434-40-4	2021	<b>10</b> 5 or more = 10 3 – 4 = 5 1 – 2 = 3		
Dr. Lalthansangi Ralte	“Pointers: Are they inborn or moulded by circumstance?” A Comparative study of the pointers during insurgency in Mizoram and Nagaland’ pp. 222-228.	Revisiting Rambuai (eds.) Lalhlimpuii Pachuau and Rosie Vanlalruati Ralte, LBS Publication, Guwahati, 2019	ISBN: 978-81-85921-95-2	2019	<b>10</b> 5 or more = 10 3 – 4 = 5 1 – 2 = 3		
	‘The ‘Zo-ing’ of Mizoram: Amalgamation of cultures and return to one’s indigenous roots’ pp. 99 – 104.	Indigeneity: Expression and Experience (eds.) Cherrie L. Chhangte and Kristina Z. Zama, Mittal Publications, New Delhi, 2019	ISBN: 81-8324-936-1	2019			

		Funeral Wake in the Time of Covid-19' pp 82-84	<i>Lockdown Literature from Mizoram</i> , Kolkata Writer's Workshop, Violet Bird Book	ISBN: 978-81-949985-5-6	2020			
		'In Conversation with Pi Malsawmi Jacob: The Novelist and Poet' pp. 104-107	<i>Lentupui</i> , published by Bajju Associates Multicolour Offest Press, Guwahati, 2020	ISBN: 9788193583500	2020	<b>15</b>		
5.10	<b>Participation in seminars, workshop, etc as Resource Persons and Reading Seminar papers.</b>							
	<b>Name of teacher</b>	<b>Title of paper</b>	<b>Title of programme</b>	<b>Time</b>				
	Maria Lalremruati	Socio Economic Status of women (4 <sup>th</sup> Session)	Training on Gender Issues and Gender Budgeting in the Government. Administrative Training Institute (ATI) Govt. of Mizoram	24 <sup>th</sup> -26 <sup>th</sup> Oct. 2018	5 or more = 15 3 – 4 = 10 1 – 2 = 5			
		Gender Budgeting (4 <sup>th</sup> Session)	Training on Gender Issues and Gender Budgeting in the Government. Administrative Training Institute (ATI)	25th-27th Feb, 2019				
		Empowering Women in the Changing Society	Workshop on Empowering Women in the Changing Society Women Committee	26 <sup>th</sup> September, 2019				
		Women Freedom Fighters of India: The Unsung Heroine- Begum Hazrat Mahal.	Seminar on India's Struggle for Freedom organized by Dept. of History, GJTC	1 <sup>st</sup> April, 2021				
	Lalrinsangi Ralte	Critical Study on Feminism	Workshop on Research Methodology and Research Writing	20 <sup>th</sup> June, 2019				

		Fear of the Unknown: The Quintessence of Lalzuithanga's Thlahrang	National Seminar on Creative Writing of the Birth of Mizo Novelist Lalzuithanga.				
	Brenda Laldingliani Sailo	Critical Thinking and Academic Research	Workshop on Research Methodology and Research Paper Writing	20 <sup>th</sup> June, 2019			
		Towards Social Advocacy: Creating Accessible Environment for the Visually Impaired in Mizoram	One Day Workshop on Research Methodology of Research Paper Writing	20 <sup>th</sup> June, 2019			
	Ruth VL Rinpuii	Mizo Women Entrepreneurs	National Seminar on Entrepreneurship and Social-Economic Development in NE India.	3 <sup>th</sup> -31 <sup>st</sup> Oct, 2019			
		'The Earlier Mizo songs as a Mirror of the earlier Mizo culture'	'Interpretations of Mizo Culture in Literature' MIELS General Conference cum Seminar	4 <sup>th</sup> September, 2019			
	Dr. Lalthansangi Ralte	'Mizo Chawhmeh: Tracing Mizo Food Culture'	National Seminar on 'Social Change and Development in India: Issues and Dynamics' at GAC	11 <sup>th</sup> and 12 <sup>th</sup> February, 2021			
		'Tracing Mizo Songs down the Ages'	Invited Lecture organised by the Dept. of English ICAI University	11 <sup>th</sup> June, 2021			
<b>Total</b>					<b>120</b>		

**6. INFRASTRUCTURE AND LEARNING RESOURCES. (30 points)**

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
6.1	Whether departmental library is available? If yes, mention the number of volumes, journals, magazines, etc.	<ul style="list-style-type: none"> <li>▪ Yes. Departmental Library has been set up recently with books, text books, Magazines, Journals, question banks, print out study materials.</li> <li>▪ Faculty of the Department have contributed an amount of Rs. 10000/- for the purchase of Departmental Book Shelf.</li> <li>▪ The list consists of- <ul style="list-style-type: none"> <li>▪ Text Books- 50 nos</li> <li>▪ Reference Books- 20 nos</li> <li>▪ All 7 Issues of Journal of MIELS</li> <li>▪ All issues Mizo Studies- 20 copies</li> <li>▪ Magazines- 30 nos</li> <li>▪ Print outs/photo copies in the form of Pdf/word doc</li> </ul> </li> </ul> <p>Due to financial constraints, the department faculty contributes funds, and materials in the form of print outs. Complied photo copies of question banks, solved university exam questions which are added to the list to be utilized by both faculty and students</p>	10		
6.2	Availability of internet connection / wifi for teachers. (Approx. 50 words)	<ul style="list-style-type: none"> <li>● Internet Connection- NETSURF is available within the college campus.</li> <li>● The Institution Library is equipped with Internet connection for availing information/materials for teaching and learning.</li> </ul>	10		
6.3	Availability of internet connection / wifi for students. (Approx. 50 words)	<ul style="list-style-type: none"> <li>● Free Wi-Fi is available to all students in the campus through assistance by the Administrative Municipal Council (AMC).</li> <li>● Internet Connection- NETSURF is available within the college campus.</li> </ul> <p>The Institution Library is equipped with Internet connection for availing information/materials for teaching and learning</p>	10		
<b>Total</b>			<b>30</b>		

**7. STUDENTS SUPPORT AND PROGRESSION (80 points)**

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
7.1	<b>Mentoring system adopted.</b> (Approx. 100 words)	<ul style="list-style-type: none"> <li>● Mentoring Program is implemented by the Department in collaboration with Mentoring Program Committee (MPC) during 2018-2019.</li> <li>● Register is maintained and students' performance and profiles are recorded. Through the Program, teachers are able to identify the weakness and strength of the students.</li> <li>● Constructive feedback is received which helps in overcoming challenges, and help mentees to improve their academic performance, and helps students to open their minds to new ideas and methods to accomplish goals.</li> <li>▪ Students' performance and profiles are recorded. Through the Program. Teachers are able to identify the weakness and strength of the students which are entered in the Teacher's diary.</li> </ul>	<b>10</b>		
7.2	<b>Mechanism for timely redressal of student's grievances.</b> (Approx. 100 words)	<ul style="list-style-type: none"> <li>● Anti- Ragging and Grievance Redressal Cell, and Internal Complaints Committee handled. Students' grievances.</li> <li>● Register for record of grievances and complaints from the students is maintained by the Department and ARGC.</li> <li>● ARGC installed a complaint box within the campus. Contacts of members of the Committee are given in the Prospectus and pinned in every Classrooms for timely redressal.</li> <li>● Awareness Campaign against Ragging is organized by ARGC at the start of the academic session, and Faculty members are actively involved in the program.</li> <li>● Grievances and complaints received by ARGC is referred to the Department which is tackled by the Department.</li> <li>● ARGC and the Department conducted students' feedback which enables the Committee and the Department to identify students' grievances and render timely redressal.</li> <li>● Internal Complaints Committee (ICC) initiated under Directorate of Higher and Education Department Functions as redressal mechanism on Sexual Harassment at Workplace since November, 2019.</li> </ul>	<b>10</b>		

7.3	<b>Were records of student's progression to higher studies/placement maintained? If so, highlight the system.</b> (Approx. 50 words)		<ul style="list-style-type: none"> <li>Students' progression record/placement record is maintained. The Department underwent an Alumni survey and kept a record of students' progression and placement.</li> <li>English Department Alumni Group is created through which information and contact is maintained.</li> </ul>		10		
7.4	<b>Were records of students/Alumni members qualifying at state and national examination maintained. If so, mention the name and examination.</b>		<ul style="list-style-type: none"> <li>Yes. Register is maintained by the Department to record such lists.</li> </ul>		10		
7.5	<b>Was study tour, field trip, exposure visit conducted. If yes, mention:</b>						
	<b>Name of Activity</b>	<b>Duration</b>	<b>Place of visit</b>	<b>Number of participants</b>		30 Study tour =15 Exposure visit =10 Field trip = 5	
	Study Tour	22 <sup>nd</sup> -29 <sup>th</sup> May, 2018	Gangtok, Sikkim	12 students			
		16 <sup>th</sup> – 17 <sup>th</sup> April, 2021	Historical Places around Thenzawl	20 students			
	Exposure Visit	9 <sup>th</sup> April, 2021	State Central Library	17 students			
	Field Trip	10 <sup>th</sup> March, 2021	MZU Library	16 Students			
7.6	<b>Percentage of students benefiting guidance for competitive examination, counselling, skill development programs, etc.</b>		<b>Name of programme</b>	<b>Nos of students benefitted</b>	<b>Percentage</b>	10 60% and above = 10 50% - 59% = 5 49% and below = 3	
			Academic Counselling On 16 <sup>th</sup> July, 2019	100	60%		
			Total	100	60%		
<b>Total</b>					<b>80</b>		

**8. GOVERNANCE, LEADERSHIP AND MANAGEMENT. (40 points)**

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor	
8.1	<b>Whether activity records are maintained?</b>	Yes. The Department keeps proper maintenance of activity record during the reporting year. Following Activities of the Department are maintained- 1. Departmental Activity Record 2. Students Attendance Register (offline and Online attendance) 3. Academic Records/ Students' Result Book 4. Teacher's Profile 5. Teachers Logbook 6. Records of Spoken Classes and Language Lab 7. Mentoring and Remedial classes record 8. Record of Study Tour 9. Records of teacher's Publications, Presentations/ Invited lectures, etc.	<b>10</b>			
8.2	<b>Number of professional development training programmes organized</b>		<b>15</b> 7 days or more = 10 6 days or less = 5	NIL		
	Name of programme	Duration	Nos of participants			Sponsoring agency
	1)					
	2)					
8.3	<b>How were required reports submitted to IQAC? (Tick the appropriate item)</b>		<b>10</b> Monthly = 10 Quarterly = 5 End of Semester = 3 As and when solicited = 2			
	1) Monthly					
	2) Quarterly	Yes				
	3) End of semester					
	4) As and when solicited					
8.4	<b>Number of faculty attending professional development, training programmes, etc.</b>		<b>5</b> More than 10 faculty = 5 5-9 faculty = 3 1-4 faculty = 2			
	<b>2018-2019</b>					
	<b>Name of faculty</b>	<b>Name of programme attended</b>				<b>Duration of programme</b>
	Maria Lalremruati	UGC Sponsored One Week Training on MOOCs, e-Content Development and open Educational Resources.	22 <sup>nd</sup> - 27 <sup>th</sup> October 2018 at Human Resource Development Centre,			

			Mizoram University. 25th-27th February 2019 at Administrative Training Institute			
	Lalrinsangi Ralte	Community-Based Disaster Risk Reduction.	21 <sup>st</sup> -25 <sup>th</sup> Nov 2018 at Administrative Training Institute			
	Brenda Laldingliani Sailo	UGC Sponsored One Week Training on MOOCs, e-Content Development, and open Educational Resources.	22 <sup>nd</sup> - 27 <sup>th</sup> October 2018 at Human Resource Development Centre, Mizoram University			
	Ruth VL Rinpuii	“Professional Competencies”	22 <sup>nd</sup> -29 <sup>th</sup> January 2018 at Administrative Training Institute			

2019-2020						
Name of faculty	Name of programme attended	Duration of programme				
Lalhmunsiami Khiangte	One Day Workshop on Research Methodology and Research Paper Writing.	20 <sup>th</sup> June, 2019				
Maria Lalremruati	Gender Issues and Gender Budgeting in the Government.	25th-27th February, 2019				
	One Day Workshop on Research Methodology and Research Paper Writing.	20 <sup>th</sup> June, 2019				
	RUSA sponsored Workshop on Empowering Women in the Changing Society	26th October, 2019				
	RUSA sponsored Workshop on Women’s Rights	12th September, 2019				
	RUSA sponsored Workshop on Sensitization Program on Slow Learners’	26th October, 2019				
Lalrinsangi Ralte	One Day Workshop on Research Methodology and Research Paper Writing.	20 <sup>th</sup> June, 2019				
Brenda Laldingliani Sailo	One Day Workshop on Research Methodology and Research Paper Writing.	20 <sup>th</sup> June, 2019				
	Workshop on “Understanding Curriculum, Syllabus and Textbooks for Developing Textbooks”	11 <sup>th</sup> 12 <sup>th</sup> November, 2019				

	Ruth VL Rinpuii	One Day Workshop on Research Methodology and Research Paper Writing	20 <sup>th</sup> June, 2019			
	Dr. Lalthansangi Ralte	Faculty Induction Programme.	18th Nov. to 17th Dec. 2019			

2019-2020					
Name of faculty	Name of programme attended	Duration of programme			
Lalmunsiami Khiangte	Three Day International Webinar on “The Politics of Space and Belonging”	7 <sup>th</sup> – 9 <sup>th</sup> October, 2020			
	National Webinar on ‘Cross-Cultural Translation	3 <sup>rd</sup> October, 2020			
Maria Lalremruati	Five Day Faculty Development Program on ‘Moodle Learning Management System’	24 <sup>th</sup> Aug-28 <sup>th</sup> August, 2020.			
	National Webinar on ‘Cross-Cultural Translation.	7 <sup>th</sup> October, 2020			
	National Webinar on ‘Issues and Challenges faced by North Eastern Women in Metropolitan Cites and Empowering them’	29 <sup>th</sup> July, 2020			
	Webinar on ‘Peace Building in India: Role of North East Women’	30 <sup>th</sup> July, 2020			
	International Webinar on ‘Ethnicity in South Asia: Special Reference to Mizo Identity, Culture and Literature’	25 <sup>th</sup> -27 <sup>th</sup> Nov, 2020			
	International Webinar on ‘Literature, Culture and Society’	7 <sup>th</sup> Aug, 2020			
	Three Days International Webinar on “The Politics of Space and Belonging”	7 <sup>th</sup> -9 <sup>th</sup> October, 2020			
	International Webinar on ‘Teaching Language through Literature’	12 <sup>th</sup> Sept, 2020			
	National Webinar on ‘Disentangling the relationship between Gender and work- family conflict: A new paradigm for the 21 <sup>st</sup> Century’	21 <sup>st</sup> Sept, 2020			
	Webinar ‘on understanding the Rivers of Hilly Region and its Conservation’	14 <sup>th</sup> August, 2020			
	Webinar on ‘Addressing the Economic Fallout of the Covid-19 Pandemic’	14 <sup>th</sup> July, 2020			

		National Webinar on ‘Governance and Civil Society in North East India’	18 <sup>th</sup> September, 2020			
Lalrinsangi Ralte		Three Day International Webinar on “The Politics of Space and Belonging”	7 <sup>th</sup> – 9 <sup>th</sup> October, 2020			
		National Webinar on ‘Cross-Cultural Translation.	3 <sup>rd</sup> October, 2020			
		Webinar on ‘Managing Emotions and Self-Care in times of Uncertainty’	30 <sup>th</sup> June, 2020			
		Webinar on ‘Conceptual Change Research’	4 <sup>th</sup> July, 2020			
Brenda Laldingliani Sailo		Three Day International Webinar on “The Politics of Space and Belonging”	7 <sup>th</sup> – 9 <sup>th</sup> October, 2020			
		National Webinar on ‘Cross-Cultural Translation.	3 <sup>rd</sup> October, 2020			
		One Day Workshop on ‘Research Methodology and Research Paper Writing’	17 <sup>th</sup> July, 2020			
		National Webinar on Digital Transformation’	21 <sup>st</sup> July, 2020			
		National Webinar on ‘Disentangling the relationship between Gender and work- family conflict: A new paradigm for the 21 <sup>st</sup> Century’	21 <sup>st</sup> Sept, 2020			
		National Webinar on ‘Culture and Identity’	25 <sup>th</sup> Sept, 2020			
		National Webinar on ‘Gender Equality, Issues, Challenges and Measures’	30 <sup>th</sup> September, 2020			
		Five Day National Webinar on ‘Covid-19 and Higher Education: Online Teaching’	7 <sup>th</sup> -11 <sup>th</sup> Nov, 2020			
		National Webinar on ‘Exploring New Literatures’ (Rambuai Literature & Lockdown Literature.	19 <sup>th</sup> -20 <sup>th</sup> October, 2020			
		International Webinar on ‘Ethnicity in South Asia: Special Reference to Mizo Identity, Culture and Literature’	25 <sup>th</sup> -27 <sup>th</sup> Nov, 2020			
Ruth VL Rinpuii		National Webinar on ‘Cross-Cultural Translation.	3 <sup>rd</sup> October, 2020			
		Three Day International Webinar on “The Politics of Space and Belonging”	7 <sup>th</sup> October, 2020			

		Workshop on 'Research Methodology and Research Paper Writing'	17 <sup>th</sup> July, 2020			
		National Webinar on 'Importance of Communication in the teaching learning process'	17 <sup>th</sup> July, 2020			
		International Webinar on 'Nuances of Indian Literature and Translation: Home and Abroad'	24 <sup>th</sup> July, 2020			
		Webinar on 'Literature and ELT: Changing Perspectives'	24 <sup>th</sup> July, 2020			
		Webinar on 'Western Canon and its Transformations'	16 <sup>th</sup> July, 2020			
		Online International Workshop on 'Sustainability post Covid-19'	27 <sup>th</sup> -31 <sup>st</sup> July, 2020			
		One Week National Workshop on 'Challenges and Opportunities in Higher Education'	24 <sup>th</sup> -28 <sup>th</sup> Aug, 2020			
		Five Days International Webinar on 'Learning in the 21 <sup>st</sup> Century'.	14 <sup>th</sup> -18 <sup>th</sup> Sept, 2020			
		Five Days National Webinar on 'Covid-19 and Higher Education'	7 <sup>th</sup> - 11 <sup>th</sup> Dec, 2020			
	Dr. Lalthansangi Ralte	Refresher Course on "Research Methodology: Research Ethics, Methods, Skills, Writing and Communication"	19 <sup>th</sup> Aug, 2020-1 <sup>st</sup> Sept, 2020			
		Five Day International Webinar on 'Learning in the 21 <sup>st</sup> Century'	14 <sup>th</sup> - 18 <sup>th</sup> Sept. 2020			
		International Webinar on 'Relevance of Gandhi Today' by Arun Gandhi.	21 <sup>st</sup> August, 2020			
		One Week National Webinar on 'Motivation and Techniques in Research'	21 <sup>st</sup> -25 <sup>th</sup> Sept, 2020			
		National Webinar on 'Impact of Covid-19 on Migrant Workers, Employment and Economy'.	19 <sup>th</sup> August, 2020			
		National Webinar on 'New Education Policy, 2020: Issues and Challenges for Higher Education in Mizoram'	17 <sup>th</sup> October, 2020			
		National Webinar on 'Literacy Culture in North East India'	31 <sup>st</sup> October, 2020			
		State Level Webinar on 'New Land Use Policy'	31 <sup>st</sup> October, 2020			

		2020: Issues and Challenges for Higher Education in Mizoram				
		Conversations on Zo Identity'	19 <sup>th</sup> - 21 <sup>st</sup> October, 2020			
		Music and Literature'	14 <sup>th</sup> October, 2020			
		National Webinar on 'Cross-Cultural Translation.	3 <sup>rd</sup> October, 2020			
		Three Day International Webinar on "The Politics of Space and Belonging	7 <sup>th</sup> October, 2020			
				<b>Total</b>	<b>40</b>	

**9. INSTITUTIONAL VALUES AND BEST PRACTICES. (40 points)**

Sl. No	Items		Description(s)	Weightage	Score	Remark(s) by Assessor
9.1	Describe one Best Practice adopted by the Department	2018-19	<p><b>Best Practice 1</b>  <b>Mentoring Program and Free Reading Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Goal:</b> To ensure overall development of student’s personality. Identify advanced, weak and slow learners, and assist the students in reaching their goal.</li> <li>• <b>The Context:</b> Identify advance, weak and slow learners, assist the students in improving their performance, and help in determining their career aspirations. Through Tests and exams the weakness and potential of students is brought out and guidance given. Reading Materials are provided to all students, and Free Reading Materials are given to the students with financial problems who are identified through the Program.</li> <li>• <b>The Practice:</b> Mentoring Program is taken up as suggested by MPC, and as an innovative step of the Department, Core Students are the Target Group. Mentoring Program is taken up at 3:30, at least once every Month. Issues or problems are discussed, and addressed. Review of Students progress are monitored in the Mentoring Program. The key practice is providing guidance and constructive feedback to the mentees. Students with financial weakness are also identified and measures are taken up, and free reading materials are provided by the Dept. teachers to those students who does not belong to the creamy layers of society. Mentors Diary/Register is maintained.</li> <li>• <b>Evidence of Success:</b> Students are more open to share their problems, and this way teachers are more likely to identify the problems faced by the students. Apart from the academic, some of the mentees opened up with their personal problems including their home and financial issues which are addressed to the best possible means.</li> <li>• <b>Problems encountered and solution:</b> Few students find it difficult to open up at the initial stage. Through counselling, problems are identified, academic and personal. Students Aid that might be available should be made more resourceful by the College.</li> </ul>			

		2019-20	<p><b>Best Practice 2</b>  <b>Conducting Spoken English Class and Invited Lecture</b></p> <ul style="list-style-type: none"> <li>• <b>Goal:</b> To enable the students capture the importance of LSRW – Listening, Speaking, Reading and Writing. The Spoken Classes aims at enabling students to improve their spoken English skills and communicate more effectively in English. Invite Language Expert to provide both Teachers and students’ alternative teaching and learning methods and means for improving the teaching learning process.</li> <li>• <b>Context:</b> The Department Teachers functions as Nodal Officers for the Spoken English Class and Language Lab. Course is designed by the Department teachers and classes conducted by all faculty of the Department.</li> <li>▪ <b>The Practice:</b> All Core Students of each Department and students who opted for English Elective Papers were target Group for the session. Classes were normally conducted at 3:30-4:30 pm. In the Spoken classes, Students are made to participate in Role Plays, simulations, brainstorming, story- telling, mock interviews, reporting, situational etc. These activities involve each student in every speaking activity which aims at students practice and participation. Resource Person from outside namely, Dr. Lalsangpuii, a language expert and Assistant Professor, ICFAI University delivered a Series of Eight Lectures during September-October, 2019.</li> <li>▪ <b>Success:</b> Spoken Classes helps the students learn the basic phonetic skills. This is important as it helps them in learning the correct pronunciation and stress even when they come across words alien to them. They are more confident in English Speaking.</li> <li>▪ <b>Problems encountered and Solutions:</b> Students are scared of making mistakes relating to grammar and pronunciation and so they hold back while speaking the language. They have reservations in speaking the target language in fear of being teased and mock at. Students should be made to understand that English is the second language and fear of speaking the language must be put aside. While speaking the target language, one should not give too much importance in the usage of grammar and pronunciation, and that they are learners and one need to first shed the fear of speaking incorrectly.</li> </ul>			
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		<p style="text-align: center;"><b>2020-21</b></p> <p><b>Best Practice 3</b> <b>Utilization of ICT and Online Classes</b></p> <ul style="list-style-type: none"> <li>• <b>Goal:</b> Incorporate ICT to the maximum for conducting Online Classes, and teaching learning process due to sudden outbreak of Covid 19 after March, 2020. To integrate into existing academic structure and process.</li> <li>• <b>Context:</b> With the distinctive rise of e-learning, teaching is undertaken remotely and on digital platform due to Covid. The online portals have made it possible for students to continue their studies and keep in touch with teachers and feedback is instantly provided.</li> <li>• <b>Practice:</b> Time Table was sorted by AEC for the convenience of conducting online classes, and classes were conducted accordingly. Each faculty conducts online teaching through Zoom classes, power point presentation, and managed to utilize LMS, a new system adopted by the institution. More than 35% of Course Materials uploaded in the LMS during the month of October-November, 2020 was from the Department.        - Online classes were regularly taken by the department teachers within the month of October to the second week of December, 2020. Zoom was utilized to the maximum with power point presentations for delivering lectures. Attendance was maintained by teachers where attendees drop their roll numbers at the chat box during Zoom classes, which were then entered in the Attendance register for record.        - Course materials, E-Books/texts, are uploaded in the google drive for easy accessibility for students. More than 100 E-Books are uploaded in the Institution E-Library by the Department.</li> <li>• <b>Success:</b> Online Class improve user-accessibility and time flexibility to engage learners in the learning process. It enabled students and teachers to handle different learning managements. Students have the advantage of visual learning which help improve learning on multiple levels. Online class enabled teachers to complete their course within the time frame. Online classes improve the technical skills of Teachers and students. It helps students develop technical skills and strategies they need to pursue their future educational and professional goals.</li> <li>• <b>Problems encountered:</b> Though some of the students and teachers encountered difficulty in online classes at the initial stage, most of the students and teachers at the end of the session are familiar with Online class. Time flexibility and the inability to monitor students face to face may lead to lack of sincerity and lack of engagement in their studies. Online Examination has produced lack of Integrity among students.</li> </ul>			
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9.2	<b>Contribution towards campus life and development</b> (Not more than 100 words)	<ul style="list-style-type: none"> <li>• The Department faculty apart from the Academic activity are involved in the overall development and progression of the Institution. All members take active part in the College Welfare activities and students' progression. The Department teachers plays an active role in editing, translating and writings for the Institution.</li> <li>• Lalhmunsiami Khiangte is Office bearer to the Staff Welfare Committee, and Miss Maria Lalremruati is member of the Staff Working Committee and Treasurer, Mizoram College Teachers Association (GJTC Unit).</li> <li>• Members of the Department plays important role in students support and progression. All are Nodal Officers to Spoken English Class and Language Lab, and Literature Club of the College.</li> <li>• All Department Faculty rendered active participation through Committees under IQAC and RUSA by holding key post such as Coordinator, Spoken English and Language Lab, Chairman: Women Committee, Secretary, Women Hostel Committee, Junior Asst. Secy. IQAC, Secretary, Parents and Teachers Committee, etc.</li> </ul>	5			
9.3	<b>Differently abled friendliness</b>	Mental and physical support rendered to co-worker, Lalbuatsaiha, a differently abled teacher from the Department of Political science. Teachers assist him safely to his class, encourage and motivates him, and support him in all possible means and matter within the college.	5			
9.4	<b>Whether Gender Equity programme organized, if yes mention</b>					
	<b>Name of programme</b>	<b>Time/Duration</b>	<b>Number of participants</b>	<b>Sponsoring agency</b>	<b>10</b> 3 or more = 10 2 programmes= 5 1 programme = 3	
	Organized Online Poster Making Contest on Awareness on Sexual Assault and Prevention in observance of Sexual Assault Awareness Month in collaboration with Internal Complaints Committee (ICC) on 1st- 30th April, 2021, Winners were given cash award and certificate.	30 <sup>th</sup> April, 2021	Open to all students. 10 participated in the Competition.	One Up Peripherals Computer Sales and Services, Zarkawt, Aizawl		
	Observation and Lecture on International Women's Day, " <i>Women in Leadership: Achieving an Equal Future in a Covid World</i> ", with Eoc.	8 <sup>th</sup> March, 2021	80	RUSA		

	Sensitization Program on Women's Rights: The Mizo Marriage, Divorce and Inheritance of Property Act, 2014.	12 <sup>th</sup> September, 2019	75	RUSA			
9.5	<b>Organized programmes/lectures on birth/death anniversaries on great Indian personalities, rights of citizens, etc.</b>						
	<b>Name /Title of programme</b>	<b>Time/Duration</b>	<b>Number of participants</b>	<b>Sponsoring agency</b>	<b>10</b> 3 or more = 10 2 programmes = 5 1 programme = 3		
	Observe International Women's Day "Women in Leadership: Achieving an Equal Future in a Covid World"	8 <sup>th</sup> March, 2021	100	Department & EOC			
	Online Essay Writing Competition.	30 <sup>th</sup> April, 2021	17 students	One Up Peripherals Computer Sales & Service. Aizawl			
	Online Poster Writing Competition in collaboration with ICC in observance of No Tolerance Month on Sexual Assault and Awareness Month, 1 <sup>st</sup> - 30 <sup>th</sup> April, 2021	30 <sup>th</sup> April, 2021	10	One Up Peripherals Computer Sales & Service. Aizawl			
<b>Total</b>					<b>40</b>		

● **STRENGTH, WEAKNESS, OPPORTUNITIES & CHALLENGES (SWOC) analysis** {Highlight 2 points}

<b>▪ Strength:</b>	
1.	Capacity to design course materials and conduct Spoken English Courses by the Department's teachers.
2.	Availability of learning materials and resources for the students in the LMS of the Institution. More than 35% of Course Materials uploaded in the LMS during October-November, 2021 was contributed by the Department numbering in more than 57. At present More than 70 course materials are uploaded in the LMS by the Department. Reading materials, solved questions are uploaded in G Drive, and E Books are uploaded in the College E Library.
<b>▪ Weakness:</b>	
1.	Many students enrolled in the Institution are exceptionally weak in English language which backlog their chance of better performance.
2.	The current Internet infrastructure is not ready for the paradigm shift to online learning mandated by the situation arising due to Covid-19. Many students are faced with irregular internet connectivity during online classes and Exams. Online exams and classes have created tensions and anxiety among students particularly from those hailing from poor family background.
<b>▪ Opportunities:</b>	
1.	Study materials, solved university questions provided to all students.
2.	Free reading materials were provided to students having difficulty in accessing online materials and to those with financial issues.
<b>▪ Challenges:</b>	
1.	Optimum utilization of Language Lab for improving language skills among students.
2.	Promotion of fruitful utilization of ICT to the students in learning and gaining knowledge.

Date of Submission: 20<sup>th</sup> September, 2021

**Name and signature of the faculty**

Sd/-  
(LALHMUNSIAMI KHIANGTE)

Sd/-  
(LALRINSANGI RALTE)

Sd/-  
(BRENDA LALDINGLIANI SAILO)

Sd/-  
(RUTH V. L RINPUII)

Sd/-  
(Dr. LALTHANSANGI RALTE)

**Name and signature of the HOD**

Sd/-  
(MARIA LALREMRUATI)

**Name and signature of the principal**

Sd/-  
(PROF. JV. NUNCHUNGA)

**OBSERVATIONS OF THE ACADEMIC AUDIT TEAM**

**TOTAL POINTS: 500**

**TOTAL SCORE:** \_\_\_\_\_

( \_\_\_\_\_ )

Member  
Academic Audit Team

( \_\_\_\_\_ )

Member  
Academic Audit Team

( \_\_\_\_\_ )

Chairman  
Academic Audit Team