

ACADEMIC & ADMINISTRATIVE AUDIT REPORT
(July 2020 to June 2021)

DEPARTMENT OF GEOGRAPHY
GOVERNMENT J. THANKIMA COLLEGE

1. PROFILE OF THE DEPARTMENT

Sl. No	Items	Description(s)			
1.1	Name of the Department	Department of Geography			
1.2	Name of the Head of Department	Lalhmachhuana			
1.3	Faculty’s strength and paper/subject taught				
	▪Name of regular/Casual faculty	▪Designation	▪Qualification(s)	▪Paper Number/Code	▪Name of Paper
	Lalhmachhuana	Associate Professor	M.A Geography	Paper III	Geography of India
1.4	▪Name of attach, guest faculty	▪Designation	▪Qualification(s)	▪Paper Number/Code	▪Name of Paper
	Gabriel Lalchhandama	Assistant Professor	M.Sc. Geography, UGC NET – JRF.	Paper I	Physical Geography
				Paper II	Human Geography
	David A Lalramchullova	Assistant Professor	M.Sc. Geography, UGC NET.	Paper IV	Cartographic Technique (Practical)
1.5	Details of awards, honour, recognitions received by faculty member(s) and Department(s)		Nil		
1.6	Number of Departmental meetings held.		5		

2. ENROLLMENT AND EVALUATION

Sl. No	Items	Description(s)										
2.1	Intake capacity	50										
2.2	Teacher-student ratio	1: 42.3										
2.3	Semester-wise student's enrollment.											
	Semester	Male				Female				Total		
	1 st Semester	79				50				129		
	3 rd Semester	-				-				-		
	5 th Semester	-				-				-		
2.4	Category-wise student's enrollment.											
	Semesters	Male				Female				Total		
		SC	ST	OBC	Gen	SC	ST	OBC	Gen			
	1 st Semester	-	77	-	2	-	46	1	3	129		
	3 rd Semester	-	-	-	-	-	-	-	-	-		
	5 th Semester	-	-	-	-	-	-	-	-	-		
2.5	External Examination results.											
	Semesters	Number of students appeared						Number of students passed				
		Male		Female		Total		Male		Female		Total
	1 st Semester	61		41		102		61		41		102
	2 nd Semester	60		38		98		60		38		98
	3 rd Semester	-		-		-		-		-		-
	4 th Semester	-		-		-		-		-		-
	5 th Semester	-		-		-		-		-		-
	6 th Semester	-		-		-		-		-		-
2.6	Division-wise external examination results											
	Semesters	Number of students passed grade wise							Position attained in the Top Ten rank (In 6 th Semester Under Graduate Examination)			
		F	C	B	B+	A	A+	O				
	1 st Semester	0	2	10	22	38	29	1				
	2 nd Semester	0	0	6	27	39	26	0				
	3 rd Semester	-	-	-	-	-	-	-				
	4 th Semester	-	-	-	-	-	-	-				
	5 th Semester	-	-	-	-	-	-	-				
	6 th Semester	-	-	-	-	-	-	-				

2.7	Teacher-wise record of pass percentage in the last External Examination.			
	<i>Name of teacher</i>	<i>Semester taught</i>	<i>Paper Number / Code</i>	<i>Pass Percentage</i>
	Gabriel Lalchhandama	1 st Semester	Paper I	100%
		2 nd Semester	Paper II	100%
	David A Lalramchullova	3 rd Semester	Paper III	-
	Lalhmachhuana	4 th Semester	Paper IV	-

3. CURRICULAR ASPECT (70 Points)

Sl. No	Items			Description(s)	Weightage	Score	Remark(s) by Assessor
3.1	Contributions towards curriculum design and development. (Approx. 100 words)			Nil	5		
3.2	How is curriculum delivery administered? (Approx. 100 words)			<ul style="list-style-type: none"> Material Uploaded in the College Learning Management System- this has been exceptionally crucial post pandemic with the inability to carryout classroom teaching. Dissemination of learning materials in scanned copies and PDF files through WhatsApp, which is an online application. Students' assignments: The students are being made to work and submit on subject-oriented topics through WhatsApp application. This has showed numerous positive behavioral changes as well as improvements in the student's learning and subject knowledge; an instrument for inculcating confidence in the learners. 	10		
3.3	Whether teaching plan and teaching diary are maintained? (Tick the appropriate response)			<i>Maintaining both: Yes</i> <i>Maintaining one only: Yes</i> The faculties maintain a well-organized teaching plan and teaching diary for a better academic curriculum and for the optimum delivery of academic courses.	5 <i>Maintaining both = 5</i> <i>Maintaining one only = 3</i>		
3.4	Whether monthly/periodic faculty meeting is conducted? Mention the date of meetings				10		
	1) Monthly				Monthly = 10		
	2) Periodic			Quarterly	Periodic = 5		
	3) Others				Others = 3		
3.5	Value added courses, diploma introduced, if any.				20		
	Name of course	Duration	Sponsoring agency	Certifying authority	Nos of participants	30 days or more: 20 29 days and below: 10	
3.6	Number of students awarded honours, recognitions, etc., at state, national and international level				10		
	Level	Name	Award	Event	State level = 2		
	State:	1)					
		2)					

	<i>National:</i>	1)			<i>National level = 3</i>		
		2)					
	<i>International:</i>	1)			<i>International level = 5</i>		
		2)					
3.7	Whether structured feedback is received and analyzed from: <i>(Tick the appropriate response)</i>				10		
	1) Alumni	Yes			<i>All three = 10</i>		
	2) Students	Yes			<i>Any two = 7</i>		
	3) Parents	Yes			<i>Anyone = 3</i>		
Total					70		

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

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
4.1	Whether classrooms are ICT enabled?	The items mentioned below are being creatively used as mediums in classrooms for imparting knowledge and education for a better comprehension of the subject taught. 1. Projector 2. Projector pointer 3. Laptop 4. Pen drive 5. Mobile phone 6. Internet services for disseminating learning materials	10 <i>5 or more items = 10</i> <i>4 or less items = 5</i>		
4.2	Percentage of teachers using ICT in teaching	100%	10 <i>80% and above = 10</i> <i>60% - 79% = 5</i> <i>59% and below = 3</i>		
4.3	E-Resources and tools available (Approx. 100 words)	The department faculty have utilized LMS (Learning Management System), which encloses audio embedded power-point presentation videos, through the college website web linkages. Inclusive of study materials in form of PDF and MS Word files. Along-side the above mentioned, E-Resource tools are provided by the institutional library through SOUL 2.0. Viz, OPAC and N-LIST.	5		
4.4	Utilization of teaching aids	LMS (Learning Management System) and Whatsapp are being used as platforms for providing teaching aid, Inclusive of research material, words format files, pdf files, power-point files and videos. Other than the mentioned above, map chart, globe, model, e-book, e-journal and YouTube animation videos related to the study topics are also utilized by embarking knowledge.	5		
4.5	Aggregate of syllabus coverage in percentage	100%	10 <i>90% - 100% = 10</i> <i>80% - 89% = 7</i> <i>60% - 79% = 5</i> <i>59% and below = 3</i>		
4.6	Whether parents-teacher meeting was organized? If yes,	Parent-teacher meeting was organized through Zoom online platform. The meeting was held to have an awareness and understanding of their children	10		

	give details. (Approx.100 words)		academic progress, and student’s wellbeing. It was also aim to have a proactive step for betterment of teaching and learning process from the parents and the faculties.				
4.7	Was remedial class arranged? If so, how often was it arranged? (Approx. 50 words)		Remedial classes were conducted online through Zoom online application, and as well as through the WhatsApp platform with the subject group by having a discussion with the aid of images and videos, intended for students having difficulties in understanding the topics covered. Remedial classes were also conducted for individual students.		10		
4.8	Mention the category for which Remedial Class has been arranged. (Tick the appropriate response)				5 For both category = 5 For one category = 3		
	1) Backlog learners	Yes					
	2) Slow learners	Yes					
4.9	How were gifted learners supported? (Approx. 50 words)				10 5 items or more = 10 4 items or less = 5	Nil	
4.10	Number of teachers pursuing M. Phil/Ph. D/ Higher studies.		Ph.D.: 2 M.Phil.: Higher Studies:	Total:2	10 3 or more = 10 2 or less = 5		
4.11	Number of teachers awarded M. Phil/Ph. D during the reporting period.		Ph..D: Nil M. Phil: Higher Studies:	Total:	15 2 or more = 15 1 person = 10	Nil	
4.12	Whether invited / guest lecture organized? If yes, mention:				10 2 or more = 10 1 person = 5	Nil	
	Name of programme	Name of guest	Date/Duration	No of participants			
4.13	Were the students given back answer papers in internal evaluation for self-assessment? (Tick the appropriate items)				10 Sl. No. 1) = 10 Sl. No. 2) = 5 Sl. No. 3) = 3		
	1) All teachers give back	Yes					
	2) Some teachers give back						
	3) No teachers give back						
Total					120		

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

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
5.1	Students (research) project (Other than college syllabus) [Approx. 100 words]	NIL	5	Nil	
5.2	Brief outline of extension activities organized by the department (Approx. 100 words)	Blood donation camps: The students took part in blood donation activity organized by the college NSS unit and Red Ribbon.	5		
5.3	Number of students participating in extension activities organized by the Institution and other departments	Activity allotted by eco-club of the College: the students take initiative in bringing about an eco-friendly campus in addition to planting trees and preservation of the eco-system.	5 100 students and above=5 99 students and below=3		
5.4	Collaborative activities for research, faculty exchange organized (Approx. 100 words)	It was planned by the department meeting but postponed and to be reschedule due to COVID-19 pandemic.	5		
5.5	Linkages with industries, institution, corporate houses. (Approx. 100 words)	Nil	10	Nil	
5.6	Availability of consultancy service(s). (Approx. 100 words)	Nil	5	Nil	
5.7	Details of grants for research project awarded to faculty		15	Nil	
	Name of teacher	Title of project	Minor / Major		
	Nil				
5.8	Whether seminar, symposia, workshop conducted? If so, mention excluding student seminar.		10	Nil	
	Name of programme	Sponsoring agency	Duration		Nos of participants
	Nil				

5.9	Publications by faculty					20 5 or more = 20 3 – 4 = 15 1 – 2 = 10	
▪ Research <i>papers published by teachers in journals.</i>							
Name of author	Title of paper	Name of journal	Recognized by UGC.	ISBN/ISSN number			
Gabriel Lalchhandama	Analysis of Climate Variability and Agricultural Productivity in Mizoram, Northeast India	Acta Geographica Debrecina Landscape & Environment	Recognized	1789-4921			
David A Lalramchullova	Morphometric and Sinousity Analysis of Tlawng River Basin: A Geographic Information Approach	Journal of Geographic Studies	Recognized	2582-1083			
Name of author	Title of paper	Name of journal	Not recognized by UGC.	ISBN/ISSN number			
David A Lalramchullova	Hypsometry and Delineation of Soil Erosion Zones in Tlawng River Basin using Geoinformatics	Geographic	Not recognized	0975-4121			
▪ Research <i>papers / articles published by teachers</i>					5 5 or more = 5 3 – 4 = 3 1 – 2 = 2	Nil	
Name of author	Title of paper	Name of journal / Newspapers/ Magazines	Vol number/Date				

20

5 or more = 20
3 – 4 = 15
1 – 2 = 10

10

5 or more = 10
3 – 4 = 5
1 – 2 = 3

						10 5 or more = 10 3 – 4 = 5 1 – 2 = 3	Nil	
	▪ Books and chapters in edited volumes/books published and papers in state/national/international conference-proceedings.							
	Name of author	Title of paper/book	Name of publisher	ISSN/ISBN number	Year of publication			
5.10	Participation in seminars, workshop, etc. as resource persons and reading seminar papers.					15 5 or more = 15 3 – 4 = 10 1 – 2 = 5		
	Name of teacher	Title of paper	Title of programme	Time				
	Gabriel Lalchhandama	Challenges Associated with the Well-Being of Doctoral Students with Special Reference to Mizoram University.	Motivation and Techniques in Research	21 st -25 th September, 2020				
		Analysis on Rainfall Trend by Mann Kendall and Sen’s Slope Estimator for the State of Mizoram	International Seminar on Recent Advances in Science and Technology (ISRAST)	16 th -18 th November, 2020				
		Trend Analysis of Annual and Seasonal Relative Humidity Variability in Mizoram	Mizoram Science Congress	3 rd -4 th December, 2020				
		An Overview of Climate Change: A case scenario of Mizoram	Government Champhai College	5 th – 7 th August, 2021				
Total					120			

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.	A departmental library is being set up accommodating books, textbooks, journals, magazines etc., for reference and use by the learners.	10		
6.2	Availability of internet connection / wifi for teachers. (Approx. 50 words)	Free wifi: Free wifi Z(NETSURF) for the use of teachers is being set up within campus to help teachers with certain academic clarifications and research, extraction of teaching materials and resources, teaching aids etc.	10		
6.3	Availability of internet connection / wifi for students. (Approx. 50 words)	Free wifi: Students have accessibility to free wifi connection within campus for their use, which should help them gain the extra resource and insight they need for a more productive learning outcome.	10		
Total			30		

7. STUDENTS SUPPORT AND PROGRESSION (80 points)

Sl. No	Items		Description(s)			Weightage	Score	Remark(s) by Assessor
7.1	Mentoring system adopted. (Approx. 100 words)		The Department adopted a mentoring system which is highly organized and carefully implemented. Registers are maintained for record, highlighting the mentee’s profile			10		
7.2	Mechanism for timely redressal of student’s grievances. (Approx. 100 words)		Students faced with certain problems and difficulties, who report themselves to their mentors are referred to the different committees, according to their needs such as the student’s welfare committee, anti-ragging & grievance redressal committee etc. Anti-Ragging & Grievance Redressal Committee (ARGC)			10		
7.3	Were records of student’s progression to higher studies/placement maintained? If so, highlight the system. (Approx. 50 words)		In progress			10	Nil	
7.4	Were records of students/Alumni members qualifying at state and national examination maintained. If so, mention the name and examination		In progress			10	Nil	
7.5	Was study tour, field trip, exposure visit conducted. If yes, mention:					30 Study tour = 15 Exposure visit = 10 Field trip = 5	Nil	
	Name of activity		Duration	Place of visit	Number of participants			
	.							
7.6	Percentage (%) of students benefitting guidance for competitive examination, counseling, skill development programme, etc.		Name of programme	Nos of students benefitted	Percentage	10 60% and above = 10 50% - 59% = 5 49% and below = 3	Nil	
			1)					
			2)					
			Total					
Total						80		

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

Sl. No	Items	Description(s)	Weightage	Score	Remark(s) by Assessor
8.1	Whether activity records are maintained?	All activities including both academic as well as co-curriculum activities are regularly maintained department.	10		
8.2	Number of professional development training programmes organized		15 7 days or more = 10 6 days or less = 5		
	<i>Name of programme</i>	<i>Duration</i>	<i>Nos of participants</i>	<i>Sponsoring agency</i>	
	1)				
	2)				
8.3	How were required reports submitted to IQAC? (Tick the appropriate item)		10 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	Number of faculty attending professional development, training programmes, etc.				
	<i>Name of faculty</i>	<i>Name of programme attended</i>	<i>Duration of programme</i>		
	Gabriel Lalchhandama	1. Mizoram Science, Technology & Innovation Council (MISTICS), Biodiversity and Natural Conservation Network (BIONCONE)	10 th March, 2017		
		1. Research Methodology Course for Ph.D. Students in Social Science.	12 th May – 21 st May, 2017		
		2. Research Methodology Course and Applied Research Techniques using SPSS in Social Sciences	23 rd May- 1 st June, 2017		
		3. International Workshop and Training on Hydro-Meteorology Monitoring and Watershed Management	23 rd -25 th October, 2017		
		4. 5 Day National Workshop on Surveying by Total Station	7 th – 11 th May, 2018		
		5. One week workshop on Remote Sensing and GIS	18 th – 22 nd March, 2019		
		6. National Workshop on Geospatial Technology	10 th – 14 th February, 2020		
		7. Statistical Data Analysis and Interpretation	13 th – 18 th January, 2021		

	David A. Lalramchullova	<ol style="list-style-type: none"> 1. International Workshop and Training on Hydro-Meteorological Monitoring and Watershed Management 2. 5 Days National Workshop on Total Station. 3. State Level One Day Workshop on Climate Change: Impact and Mitigation 4. National Seminar on Issues and Trends in Mizoram Legislative Assembly Election, 2018 5. ESRI's MOOC on Going Places with Spatial Analysis 6. ESRI's MOOC on Earth Imagery at Work 7. ESRI's MOOC on Cartography 8. NDRMS-DST Orientation Programme on Geospatial Technology 9. ESRI's MOOC on Spatial Data Science: The New Frontier in Analytics 10. Remote Sensing & GIS Technology and Applications for University Teachers & Government Officials. 	<p>23rd – 25th October, 2017</p> <p>7th- 8th May, 2018</p> <p>22nd November, 2018</p> <p>22nd February, 2019</p> <p>6 weeks, 2019</p> <p>6 weeks, 2019</p> <p>6 weeks, 2019</p> <p>24th-26th July, 2019</p> <p>6 weeks, 2019</p> <p>13th June – 1st July, 2020</p>			
Total				40		

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		1. Revised departmental meeting minute book 2. LMS and Online classes		10		
9.2	Contribution towards campus life and development (Not more than 100 words)		A faculty member of the department Gabriel Lalchhandama is the Program Officer (P.O) in the college NSS Unit, Returning Officer (R.O) in the institutional Student’s Union Election, and Student’s Union Games and Sports supervisor.		5		
9.3	Differently abled friendliness				5	Nil	
9.4	Whether Gender Equity programme organized, if yes mention				10 3 or more = 10 2 programmes = 5 1 programme = 3	Nil	
	Name of programme	Time/Duration	Number of participants	Sponsoring agency			
9.5	Organized programmes/ lectures on birth/death anniversaries on great Indian personalities, rights of citizens, etc.				10 3 or more = 10 2 programmes = 5 1 programme = 3	Nil	
	Name /Title of programme	Time/Duration	Number of participants	Sponsoring agency			
Total					70		

10. STRENGTH, WEAKNESS, OPPORTUNITIES & CHALLENGES (SWOC) analysis {Highlight 2 points}

▪ Strength:	
1) All the faculty possessed computer skills and knowledge and hence, the Department employed and relied on ICT in the teaching-learning process.	
2) The Department promotes research culture and as one initiative two out of the three faculties are pursuing their Ph.Ds.	
▪ Weakness:	
1) Due to their rural background, majority of the students were deprived of a congenial educational environment in lower classes which has exerted significant restrain in the transaction of knowledge and information.	
2) Weak economic and financial conditions of some of the students limits the procurement of learning aids and materials.	
▪ Opportunities:	
1) Students have a good chance of being exposed to research activities designed by the Department since Teaching Plan was meticulously formulated and implemented to foster research culture.	
2) Friendly and dedicated teachers cultivated congenial relationships between the students and the teachers for personal developments both within and outside the campus.	
▪ Challenges:	
1) To provide an appropriate remedial measure for College freshers and slow learners.	
2) To mobilize funds and resources for procurement of teaching aids and equipment.	

Date of Submission: 20th September, 2021

Name and signature of the faculty

Sd/-
(GABRIEL LALCHHANDAMA)
Assistant Professor

Sd/-
(DAVID A. LALRAMCHULLOVA)
Assistant Professor

Name and signature of the HOD

Name and signature of the Principal

Sd/-
(LALHMACHHUANA)
HoD/Associate Professor

Sd/-
(Prof. J.V. NUNCHUNGA)
Principal

OBSERVATIONS OF THE ACADEMIC AUDIT TEAM:

TOTAL POINTS: 500

TOTAL SCORE: _____

(_____)
Member
Academic Audit Team

(_____)
Member
Academic Audit Team

(_____)
Chairman
Academic Audit Team