



No. IQAC-6/2019/JTC

Dated Aizawl: the 5<sup>th</sup> September, 2022

**2022-2023 ACADEMIC SESSION**  
**FIRST MEETING MINUTES**

Date : 5<sup>th</sup> September, 2022 (Monday) 11:00am  
Place : College Seminar Hall  
Meeting Chairman : Prof. JV. Nunchunga, Principal/Chairman IQAC  
Meeting Recorder : Dr. Lalthansangi Ralte, Asst. Coordinator IQAC  
No. of Participants : 14 members (attendance sheet enclosed)

**A. Commencement:**

Prof. JV. Nunchunga, Principal/Chairman IQAC chaired the meeting and greeted everyone a happy teacher's day. After a brief report from the Chair, the meeting was started and resolved the following: -

**B. Resolutions:**

**1. Reconstituting of Cells/Committees under IQAC:** As invited by the chairman, Rebecca Khiangte, the Coordinator of IQAC explained the present situation of IQAC Composition and Members of Cells/Committees through power point presentation. She suggested to fill up the posts held by retired and transferred staff and to appoint the new teachers in the Cells/ Committees. After a long discussion, the meeting resolved to reconstitute the Cells/ Committees as enclosed in annexure 1. **Action: IQAC**

**2. IQAC Action Plan 2022-2023 for Cells/ Committees/ Departments/ Students' Clubs/ Organization:** As invited by the Chairman, the Coordinator presented the IQAC Action Plan 2022-2023 for the Cells/Committees/Departments/Students' Clubs/Organization by using power point presentation. After a long deliberation, the Meeting approved the IQAC Action Plan 2022-2023 format and resolved to inform the Cells/ Committees/ Departments/ Students' Clubs/ Organization to prepare detail action plan and budget based on IQAC Action Plan format which should be submitted on or before 20<sup>th</sup> September, 2022. IQAC action plan and format is enclosed in annexure 2.

**Action: All Cells/Committees**  
**All Departments**  
**All Students' Clubs/Organization**

**3. Conduct of Orientation Programme:** As requested from the Chair, the Coordinator presented the Schedule of Orientation Programme prepared by the IQAC Coordinator. The meeting approved the schedule and decided to organize the Orientation Programme on Fourth Cycle Assessment and Accreditation at College Seminar Hall during 6<sup>th</sup>- 9<sup>th</sup> September, 2022. The meeting also resolved to utilize the programme for the preparation of the coming Third Cycle NAAC Peer Team Visit. A final programme copies enclosed in annexure 3.

**Action: IQAC Team**

**4. Review of Students' Feedback Analysis Report 2021-2022:** The meeting reviewed the Students' Feedback Analysis Report 2021-2022 and resolved that awards be given to outstanding teachers in order to motivate all the teachers to do an even better job. IQAC and Teaching Learning Committee (TLC) are appointed to take action for further analysis to select the outstanding teachers. The meeting also decided that the Department may also conduct Departmental review and prepare action plan for their further improvements. It is also decided to collect more feedback from various stakeholders of the institutions.

**Action: Internal Quality Assurance Cell  
Teaching Learning Committee  
All Departments**

**5. Review of physical preparation for NAAC peer team visit:** The meeting reviewed the physical preparation for the coming NAAC peer team visit. As invited by the Chairman, all the team gave their work progress. After discussion, the meeting decided to restructure the preparation team which complete their work before coming of NAAC Peer Team. It was also requested all the team to submit the cash memo/voucher of the previous works and draw funds for the remaining works according to their budget.

**Action: All Campus Preparation Team**

**6. Maintenance of Cleanliness in Classroom and Toilets:** The meeting assigned the Health and Hygiene Committee (HHC) along with NCG (Eco Club) to maintain the cleanliness of classrooms and toilets. It was decided that the class representatives should collect class fund for purchase of garbage bag, broom and dust holder so that they will take responsibility for maintenance of cleanliness of their respective classrooms.

**Action: Health & Hygiene Committee  
NCG (Eco Club)  
All Class Representatives**

**7. Operation of Sanitary Pad Vending Machine:** The meeting decided to allot the task of operation of the recently installed sanitary pad vending machine to the Health and Hygiene Committee (HHC) who will take necessary measures for its smooth functioning.

**Action: Health & Hygiene Committee**

**8. Systematic conduct of add-on/value-added courses:** The meeting reviewed the ongoing conduct of add-on/value-added course and received the report from each course coordinator. The meeting resolved that the language laboratory should be used to the maximum level by the Spoken English classes. Necessary repairs like updating the software should be made by the Spoken Language Committee.

**Action: Principal & ICTMC**

**9. Update of College Website and Information System:** The meeting decided to have a systematic approach for updating the college website and information system. All notices should be updated by the ICT administrator. All the College functions of the previous five years should be updated, without clashing with the submitted SSR.

**Action: Principal, IQAC & ICTMC**

**10. Submission of AQAR for the year 2021-22:** The meeting decided that AQAR be submitted before 31st December, 2022. It is also decided that all the Cells/Committees and Departments should be submitted their activity reports from January to June 2022 on or before 20<sup>th</sup> September, 2022. IQAC activity report format is enclosed in annexure 4.

**Action: All Cells/Committees  
All Departments**

**11. Classroom Beautification:** The meeting appointed the Reception and Beautification Committee to take responsibility for the beautification, repair and renovation of Classroom.

**C. Conclusion of the meeting:**

The meeting was concluded with a vote of thanks from the chair at 4:30 PM.

Sd/-

(Dr. LALTHANSANGI RALTE)

Meeting Recorder

Sd/-

(Prof. JV. NUNCHUNGA)


Principal/Chairman, IQAC

**No. IQAC-6/2019/JTC**

**Dated Aizawl: the 5<sup>th</sup> September, 2022**

**Copy to:**

1. Principal, Govt. J. Thankima College for kind information
2. All Cells/Committees under IQAC for information and necessary actions.
3. All Head of Department for information and necessary actions.
4. All Nodal Department/Teacher in charge of Students' Union/Clubs/Organizations for information and necessary actions.
5. All Concern Cells/Committee for information and necessary actions.
6. System Administrator for information and necessary actions.
7. Guard File.

  
(REBECCA KHIANGTE)  
Coordinator, IQAC



**RECONSTITUTED CELLS/COMMITTEES UNDER IQAC 2022**  
(w. e. f - 5<sup>th</sup> September, 2022)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Coordinator	:	Rebecca Khiangte	Associate Professor
Assistant Coordinator	:	Dr. Lalthansangi Ralte	Assistant Professor
Members	:	Lalthlamuana	Vice Principal
		Zoramthanga	Former Coordinator, IQAC
		B. Lalzarzova	Associate Professor
		Lalbiaknii Hmar	-do-
		Lalhmunsiami Khiangte	-do-
		Zairemtluangi	-do-
		Lalmuanpuia	Secretary, UGC Planning Board
		Lalngaihawma	Institutional Coordinator, RUSA
		Zohmangaiha	College Librarian
		K. Lalrinmawia	Head Assistant
		Joint Director (QAC), H & TE Department	
		Chairman, Bawngkawn Local Council	
		Vice President, GJTC Student's Union	
		General Secretary, GJTC Student's Union	
		President, GJTC Alumni Association	

**CRITERION I**  
**CURRICULAR ASPECTS**

**College Academic Committee (CAC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Secretary	:	Lalringzuali	Associate Professor
Assistant Secretary	:	Dr. Diana Zorinsangi	Assistant Professor
Members	:	Maria Lalremruati	HoD, Department of English
		Lalthlamuana	HoD, Department of Pol. Science
		Vanlalruati	HoD, Department of Education
		Lalrinfeli	HoD, Department of Economics
		Lalchangliana	HoD, Department of History
		B. Lalzarzova	HoD, Department of Mizo
		Dr. Josephine Lalrindiki	HoD, Department of Management
		Gabriel Lalchhandama	HoD, Department of Geography
		R. Lalbiaktluangi	Secretary, AEC
		Rebecca Khiangte	Coordinator, IQAC
		Albert Nuntharmawia	Assistant Professor
		Dr. David A. Lalramchullova	-do-
		PC. Lalrindika	-do-
		Lalrinfeli	LDC

**Parents-Teacher Committee (PTC)**

Chairman	:	F. Sangvuana	Associate Professor
Secretary	:	Lalrinsangi Ralte	-do-
Members	:	B. Lalzarzova	-do-
		Lalhmunsiami Khiangte	-do-
		Dr. Sangrozami	-do-
		Sainghingliani Sailo	-do-
		Janet Sangkungi Pachuau	Assistant Professor
		K. Lalrinmawia	Head Assistant

**CRITERION - II**  
**TEACHING-LEARNING AND EVALUATION**

**Admission and Examination Committee (AEC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Secretary	:	R. Lalbiaktluangi	Associate Professor
Asst. Secretary:		Lalmuanpuia	-do-
Members	:	Maria Lalremruati	HoD, Department of English
		Lalthlamuana	HoD, Department of Pol. Science
		Vanlalruati	HoD, Department of Education
		Lalrinfeli	HoD, Department of Economics
		Lalchangliana	HoD, Department of History
		B. Lalzarzova	HoD, Department of Mizo
		Dr. Josephine Lalrindiki	HoD, Department of Management
		Gabriel Lalchhandama	HoD, Department of Geography
		Alexious Lalchhandama	Assistant Professor
		Zohmangaiha	Librarian
		Zothansanga Khiangte	LDC
		Lalrinfeli	LDC

**Remedial Coaching Committee (RMCC)**

Chairman	:	Lalthlamuana	Vice Principal
Secretary	:	Vanlalruati	Associate Professor
Members	:	Lalringzuali	-do-
		C. Vanlalruati	-do-
		Lalrinsangi Ralte	-do-
		Sainghingliani Sailo	-do-
		Mathew Lalremsanga	Assistant Professor

**Mentoring Programme Committee (MPC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Vice Chairman:		Lalbiaknii Hmar	Associate Professor
Secretary	:	Rebecca Khiangte	Associate Professor
Asst. Secretary:		Lalthanchami Khiangte	Assistant Professor
Members	:	Maria Lalremruati	HoD, Department of English
		Lalthlamuana	HoD, Department of Pol. Science
		Vanlalruati	HoD, Department of Education
		Lalrinfeli	HoD, Department of Economics
		Lalchangliana	HoD, Department of History
		B. Lalzarzova	HoD, Department of Mizo
		Dr. Josephine Lalrindiki	HoD, Department of Management
		Gabriel Lalchhandama	HoD, Department of Geography

R. Lalbiaktluangi	Secretary, AEC
Lalmuanpuia	Secretary, Planning Board
Lalngaihawma	RUSA Coordinator
Zohmangaiha	College Librarian
K. Lalrimawia	Head Assistant

### **Teaching-Learning Committee (TLC)**

Chairman	: B. Lalzarzova	Associate Professor
Secretary	: Zairemtluangi	-do-
Asst. Secretary:	Lalmunsiami Khiangte	-do-
Members	: Maria Lalremruati	HoD, Department of English
	Lalthlamuana	HoD, Department of Pol. Science
	Vanlalruati	HoD, Department of Education
	Lalrinfeli	HoD, Department of Economics
	Lalchangliana	HoD, Department of History
	B. Lalzarzova	HoD, Department of Mizo
	Dr. Josephine Lalrindiki	HoD, Department of Management
	Gabriel Lalchhandama	HoD, Department of Geography
	Rebecca Khiangte	Coordinator, IQAC
	Alexious Lalchhandama	Assistant Professor

## **CRITERION - III RESEARCH, INNOVATIONS AND EXTENSION**

### **Research & Consultancy Committee (RCC)**

Chairman	: Dr. Lalzuiliana	Associate Professor
Secretary	: Lalrinfeli	-do-
Asst. Secretary:	Dr. Lalrinkimi Pachuau	Assistant Professor
Members	: Dr. Sangrozami	Associate Professor
	Zairemtluangi	-do-
	Vanlalruati	-do-
	C. Vanlalruati	-do-
	Lalrinsangi Ralte	-do-
	Zoramthanga	-do-
	Lalthanchami Khiangte	Assistant Professor
	Lalbuatsaiha	-do-
	Dr. David A. Lalramchullova	-do-
	PC. Lalrindika	-do-
	Lalrinfela	Library Assistant

### **Extension Service and Co-curricular Committee (ESCOC)**

Chairman	: Lalthlamuana	Programme Officer, NSS
Secretary	: C. Vanlalruati	-do-
Members	: F. Sangvuana	-do-
	Gabriel Lalchhandama	-do-
	Zairemtluangi	Nodal Officers, RRC
	Lalmuanpuia	-do-
	Secretary	Social & Culture Department, Students' Union
	Leaders	National Service Scheme
	President	Kumtluang Cultural Club
	President	Divination Adventure Club
	President	Literature Club
	President	Volley Ball Club

President	Basketball Club
President	YUVA Tourism Club
Leader	Disaster Management Team
Leader	National Cadet Corps
Leader	Red Ribbon Club
Green Leader	National Green Corps (Eco Club)
Leader	History Club
President	English Literary Club
President	Consumer Club
President	Anti-Drugs Club
President	Students' Evangelical Union
President	Student Self Support Union

#### **CRITERION - IV**

#### **INFRASTRUCTURE AND LEARNING RESOURCE**

##### **Building and Infrastructural Development Committee (BIDC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Secretary	:	Lalngaihawma	Institutional Coordinator
Members	:	Lalthlamuana	Vice Principal
		B. Lalzarzova	Associate Professor
		Lalchangliana	-do-
		Lalbiaknii Hmar	-do-
		Rebecca Khiangte	Coordinator, IQAC
		Lalmuanpuia	Secretary, UGC Planning Board
		K. Lalrimawia	Head Assistant
		Zothansanga Khiangte	LDC
		Vice President, GJTC Students' Union	
		General Secretary, GJTC Students' Union	
		Director, College Development Council, MZU	
		College Cashier	
		College Bursar	
		College Architect	
		College Engineer	

##### **Canteen Management Committee (CMC)**

Chairman	:	Lalbiaknii Hmar	Associate Professor
Secretary	:	F. Sangvuana	-do-
Members	:	Lalthlamuana	-do-
		Rebecca Khiangte	-do-
		Lalrinsangi Ralte	Assistant Professor
		K. Lalrimawia	Head Assistant
		Lalrinfela	Library Assistant
		R. Lalkhuma	IV Grade

##### **Hostel Management Committee (HMC)**

Chairman	:	F. Sangvuana	Associate Professor
Secretary	:	Lalmunsiami Khiangte	-do-
Members	:	Lalthlamuana	-do-
		Brenda Laldingliani Sailo	Assistant Professor
		Dr. Josephine Lalrindiki	-do-
		Zarzoekima	IV Grade

**Health and Hygiene Committee (HHC)**

Chairman	:	Lalhmunsiami Khiangte	Associate Professor
Secretary	:	Rebecca Khiangte	-do-
Members	:	Lalrinfeli	-do-
		Lalbiaknii Hmar	-do-
		Lalhmunsiami Khiangte	-do-
		Lalrinsangi Ralte	-do-
		Dr. Diana Zorinsangi	Assistant Professor
		Dengluangi Khawlhing	LDC

**Library Management Committee (LMC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Secretary	:	Zohmangaiha	Librarian
Members	:	Maria Lalremruati	HoD, Department of English
		Lalthlamuana	HoD, Department of Pol. Science
		Vanlalruati	HoD, Department of Education
		Lalrinfeli	HoD, Department of Economics
		Lalchangliana	HoD, Department of History
		B. Lalzarzova	HoD, Department of Mizo
		Dr. Josephine Lalrindiki	HoD, Department of Management
		Gabriel Lalchhandama	HoD, Department of Geography
		Lalrinfela	Library Assistant
		Lalrinnunga	IV Grade

**Information and Communication Technology Management Committee (ICTMC)**

Chairman	:	Lalngaihawma	Associate Professor
Secretary	:	Dr. Lalrinkimi Pachuau	Assistant Professor
Members	:	Rebecca Khiangte	Associate Professor
		Zoramthanga	-do-
		Brenda Laldingliani Sailo	Assistant Professor
		Albert Nuntharmawia	-do-
		Mathew Lalremsanga	-do-
		Lalrinawma	System Administrator

**CRITERION - V**  
**STUDENTS SUPPORT AND PROGRESSION**

**Students Welfare and Discipline Committee (SWDC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Vice Chairman:		Lalthlamuana	Vice Principal
Secretary	:	Janet Sangkungi Pachuau	Assistant Professor
Members	:	Teacher in-charge	GJTC Students' Union
		Vice President	-do-
		General Secretary	-do-
		Rebecca Khiangte	Associate Professor
		Zothansanga Khiangte	LDC

**Career and Counseling Cell (CCC)**

Chairman	:	Dr. Lalzuiliana	Asso. Professor
Vice Chairman:		Lalbiaknii Hmar	-do-
Secretary	:	Zodinsangi	-do-
Members	:	Sangrozami	-do-

C. Vanlalruati	-do-
R. Lalbiaktluangi	-do-
Lalringzuali	-do-
Zoramthanga	-do-
Ruth VL. Rinpuii	Assistant Professor
Dr. Josephine Lalrindiki	-do-
Dr. Lalrinnggheta	-do-
Zarzokima	IV Grade

#### **Anti-Ragging, Grievance Redressal Committee (AGRC)**

Chairman	:	Lalmuanpuia	Associate Professor
Secretary	:	Zairemtluangi	-do-
Members	:	Maria Lalremruati	-do-
		Zodinsangi	-do-
		Lalthanchami Khiangte	Assistant Professor
		Ruth VL. Rinpuii	-do-
		J. Lalbiakdika	-do-
		Lalrinfeli	LDC
		Lalrinawma	IV Grade

#### **Employment Information and Placement Cell (EIPC)**

Chairman	:	Dr. Josephine Lalrindiki	Assistant Professor
Secretary	:	Zodinsangi	Associate Professor
Members	:	R. Lalbiaktluangi	-do-
		Lalrinfeli	-do-
		Janet Sangkungi Pachuau	Assistant Professor
		Brenda Laldingliani Sailo	-do-
		Ruth VL. Rinpuii	-do-
		Mathew Lalremsanga	-do-
		J. Lalbiakdika	-do-
		Dr. Lalrinnggheta	-do-

#### **GJTC Alumni Association (GJTCAA)**

President	:	K. Lalmuankima	Bawngkawn, Aizawl
Vice President (Sr)	:	C. Lalrindika	Aizawl Venglai
Vice President (Jr)	:	Lalnunmawia Pautu	Bawngkawn, Aizawl
General Secretary	:	Lalmachhuani	Electric Veng, Aizawl
Joint Secretary	:	Lalduhawmi	Bawngkawn, Aizawl
Finance Secretary	:	Dr. C. Lalremmawii	ITI Veng, Aizawl
Ex-Officio Members	:	Prof. JV. Nunchunga	Principal
		Lalmuanpuia	Associate Professor
		F. Sangvuana	-do-
		Maria Lalremruati	-do-

**CRITERION VI  
GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**Governance, Leadership and Organization Management Committee (GLOMC)**

Chairman	:	Prof. JV. Nunchunga	Principal
Secretary	:	Lalmuanpuia	Associate Professor
Members	:	Dr. Lalzuiliana	-do-
		Sangrozami	-do-
		Zoramthanga	-do-
		C. Vanlalruati	-do-
		Janet Sangkung Pachuau	Assistant Professor
		Brenda Laldingliani Sailo	-do-
		Ruth VL. Rinpuii	-do-
		Lalbuatsaiha	-do-
		Rebecca Khiangte	Coordinator, IQAC
		Lalngaihawma	Institutional Coordinator, RUSA
		Zohmangaiha	College Librarian
		K. Lalrimawia	Head Assistant

**CRITERION VII  
INSTITUTIONAL VALUES AND BEST PRACTICES**

**Women Committee (WC)**

Chairman	:	Maria Lalremruati	Associate Professor
Secretary	:	C. Vanlalruati	-do-
Members	:	Sangrozami	-do-
		Lalbiaknii Hmar	-do-
		Lalthanchami Khiangte	Assistant Professor
		Ruth VL. Rinpuii	-do-
		Ramnunngaii	LDC

**Reception and Beautification Committee (RBC)**

Chairman	:	Lalrinfeli	Associate Professor
Secretary	:	Sangrozami	-do-
Members	:	C. Vanlalruati	-do-
		Lalringzuali	-do-
		F. Sangvuana	-do-
		Ruth VL. Rinpuii	Assistant Professor
		Dr. Lalthansangi Ralte	-do-
		J. Lalbiakdika	-do-
		Dengtluangi Khawlhing	LDC
		Zarzokima	IV Grade

**Equal Opportunity Cell (EOC)**

Chairman	:	Lalchangliana	Associate Professor
Secretary	:	Maria Lalremruati	-do-
Members	:	Sangrozami	-do-
		Rebecca Khiangte	-do-
		Zoramthanga	-do-
		Janet Sangkung Pachuau	Assistant Professor
		Lalbuatsaiha	-do-

**Institutional Values and Best Practices Committee (IBPC)**

Chairman	:	Lalngaihawma	Associate Professor
Secretary	:	Lalrinsangi Ralte	-do-
Members	:	Zairemtluangi	-do-
		Lalrinfeli	-do-
		R. Lalbiaktluangi	-do-
Ex-Officio members:	:	Prof. JV. Nunchunga	Principal
		Rebecca Kiangte	Coordinator, IQAC

  
(REBECCA KHIANGTE)  
Coordinator, IQAC

  
(Prof. JV. NUNCHUNGA)  
Principal/Chairman, IQAC

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)  
GOVERNMENT J. THANKIMA COLLEGE**

**2022-2023 ACADEMIC SESSION  
ACTION PLAN FOR CELLS/COMMITTEES/DEPARTMENTS/ORGANIZATIONS/STUDENTS' CLUBS**

**CRITERION 1 – CURRICULAR ASPECTS (100)**

KEY INDICATORS	METRICS	PLAN OF ACTION	IMPLEMENTED BY
<p style="text-align: center;"><b>1.1 Curricular Planning and Implementation</b></p>	<p style="text-align: center;"><b>20</b></p>	<ul style="list-style-type: none"> <li>▪ Systematic planning documented process of Academic Calendar for the year 2022-2023 which adheres Continuous Internal Evaluation (CIE) and curriculum delivery.</li> <li>▪ Maintain proper record of participation/representation in the curriculum development and assessment of the affiliating University viz. Academic Council/BoS, Moderation Board/Setting of Question Papers, Design and Development of Curriculum for Add on/Certificate/ Diploma Courses and Paper Evaluation.</li> <li>▪ Formulate Institutional policy for the implementation of National Education Policy 2020.</li> <li>▪ Introduce IGNOU Centre/ Vocational Course/ Diploma Courses to enhance the number of programmes.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Admission and Examination Committee (AEC)</li> <li>▪ College Academic Committee (CAC)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> <li>▪ All Department</li> </ul>
<p style="text-align: center;"><b>1.2 Academic Flexibility</b></p>	<p style="text-align: center;"><b>30</b></p>	<ul style="list-style-type: none"> <li>▪ Increase the number of students enrolment in the Add on/Certificate programmes offered by the institution and regular conduct of courses.</li> <li>▪ Systematic conduct of add-on/value added course.</li> <li>▪ Revision of add-on/value added course syllabus/brochure.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Spoken Language Committee (SLC)</li> <li>▪ Innovation and Best Practice Committee (IBPC)</li> <li>▪ Information and Communication Technology Management Committee (ICTMC)</li> </ul>
<p style="text-align: center;"><b>1.3 Curriculum Enrichment</b></p>	<p style="text-align: center;"><b>30</b></p>	<ul style="list-style-type: none"> <li>▪ Integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.</li> <li>▪ Increase number of courses that include experiential learning through project work/ field work/ internship and encourage students to undertake such experiential learning.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Departments</li> </ul>
<p style="text-align: center;"><b>1.4 Feedback System</b></p>	<p style="text-align: center;"><b>20</b></p>	<ul style="list-style-type: none"> <li>▪ Systematic collection of feedback from the following stakeholders viz. Students, Teachers, Employers, Alumni, Parents and qualitative analysis which use for the improvement of governance in the institution.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Internal Quality Assurance Cell (IQAC)</li> <li>▪ Parent-Teacher Committee (PTC)</li> <li>▪ GJTC Alumni Association (GJTCAA)</li> <li>▪ All Department</li> </ul>

**CRITERION 2 – TEACHING-LEARNING AND EVALUATION (350)**

<b>KEY INDICATORS</b>	<b>METRICS</b>	<b>PLAN OF ACTION</b>	<b>IMPLEMENTED BY</b>
<b>2.1 Student Enrolment and Profile</b>	<b>40</b>	<ul style="list-style-type: none"> <li>▪ Systematic enrolment of students, allotment of sanctioned seats and reservation of seats for SC, ST, OBC, Divyangjan in each programme.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Admission and Examination Committee (AEC)</li> <li>▪ Equal Opportunity Cell (EOC)</li> </ul>
<b>2.2 Catering to Student Diversity</b>	<b>50</b>	<ul style="list-style-type: none"> <li>▪ Assesses the learning levels of the students and organises special programmes for advanced learners and slow learners.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Remedial Coaching Committee (RMCC)</li> <li>▪ Mentoring Programme Committee (MPC)</li> </ul>
<b>2.3 Teaching-Learning Process</b>	<b>50</b>	<ul style="list-style-type: none"> <li>▪ Organize Faculty Development Programmes on ICT, teaching methodology for enhancing and effective teaching-learning process.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Teaching Learning Committee (TLC)</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Mentorship programme to be further strengthened.</li> <li>▪ Organize Mentoring Day, Mentors’ Training and Seminar on Mentoring of College Students.</li> <li>▪ Mentoring programme may be utilise for value-based activities, soft skills development and career counselling programmes.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Mentoring Programme Committee (MPC)</li> </ul>
<b>2.4 Teacher Profile and Quality</b>	<b>60</b>	<ul style="list-style-type: none"> <li>▪ Systematic record of Teachers profile and quality.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Teaching Learning Committee (TLC)</li> </ul>
<b>2.5 Evaluation Process and Reforms</b>	<b>30</b>	<ul style="list-style-type: none"> <li>▪ Systematic mechanism to deal with internal assessment is robust, transparent and efficient.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Admission and Examination Committee (AEC)</li> </ul>
<b>2.6 Student Performance and Learning Outcomes</b>	<b>60</b>	<ul style="list-style-type: none"> <li>▪ Organize Academic Counselling/ Course Orientation Programme to aware the programme/ course objectives</li> <li>▪ Evaluate the attainment of learning outcomes.</li> <li>▪ Analyses the final year students who appeared and passed in the university examination.</li> </ul>	<ul style="list-style-type: none"> <li>▪ College Academic Committee (CAC)</li> </ul>
<b>2.7 Student Satisfaction Survey</b>	<b>60</b>	<ul style="list-style-type: none"> <li>▪ Systematic conduct of student satisfaction survey (SSS) regarding teaching learning process.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Internal Quality Assurance Cell (IQAC)</li> </ul>

**CRITERION 3 - RESEARCH, INNOVATIONS AND EXTENSION (110)**

KEY INDICATORS	METRICS	PLAN OF ACTION	IMPLEMENTED BY
<p align="center"><b>3.1 Resource Mobilization for Research</b></p>	<p align="center"><b>15</b></p>	<ul style="list-style-type: none"> <li>▪ Seeking research projects/ grants for enhancement of research activities from the Government and non-governmental agencies.</li> <li>▪ Departments to apply sponsored seminars/ conferences/ workshops to promote research cultures and educational activities.</li> <li>▪ Organize J. Thankima Lecture Series or Webinar Series.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Departments</li> <li>▪ Research &amp; Consultancy Committee (RCC)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> </ul>
<p align="center"><b>3.2 Research Publications and Awards</b></p>	<p align="center"><b>15</b></p>	<ul style="list-style-type: none"> <li>▪ Promotion of research publications in books, chapters in edited volumes/books in the national international conference proceedings or journals notified on UGC website.</li> <li>▪ Encourage teachers to undertake research and given Awards who received research degree.</li> <li>▪ Starting a peer reviewed e-journal “JTC Review”</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Department</li> <li>▪ Research &amp; Consultancy Committee (RCC)</li> </ul>
<p align="center"><b>3.3 Extension Activities</b></p>	<p align="center"><b>60</b></p>	<ul style="list-style-type: none"> <li>▪ Organise sensitization programmes for the students on cross-cutting social issues like Professional Ethics, Gender issues, Human Values, Environment and Sustainability.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Departments</li> <li>▪ Women Committee</li> <li>▪ National Service Scheme (NSS)</li> <li>▪ Red Ribbon Club (RRC)</li> <li>▪ National Green Corps (Eco Club)</li> <li>▪ Consumer Club &amp; Anti-Drugs Club</li> <li>▪ Student Evangelical Union (SEU)</li> <li>▪ Disaster Management Club (DMC)</li> <li>▪ Student Self-Support Union (SSU)</li> </ul>
<p align="center"><b>3.4 Collaboration</b></p>	<p align="center"><b>20</b></p>	<ul style="list-style-type: none"> <li>▪ Adopting village or schools as a part of outreach programme.</li> <li>▪ Organize activities/programmes for the neighbourhood community.</li> <li>▪ Achieving awards/recognition from the government and government recognized bodies.</li> <li>▪ Signing MoUs to collaborate with industry and community</li> </ul>	<ul style="list-style-type: none"> <li>▪ Extension Service and Co-Curricular Committee (ESCOC)</li> <li>▪ National Service Scheme (NSS)</li> <li>▪ National Cadet Corps (NCC)</li> <li>▪ National Green Corps (Eco Club)</li> <li>▪ Red Ribbon Club (RRC)</li> <li>▪ Consumer Club &amp; Anti-Drugs Club</li> <li>▪ Student Evangelical Union (SEU)</li> <li>▪ Disaster Management Club</li> </ul>

**CRITERION 4 - INFRASTRUCTURE AND LEARNING RESOURCES (100)**

<b>KEY INDICATORS</b>	<b>METRICS</b>	<b>PLAN OF ACTION</b>	<b>IMPLEMENTED BY</b>
<b>4.1 Physical Facilities</b>	<b>30</b>	<ul style="list-style-type: none"> <li>▪ Enhancing teaching-learning infrastructure and physical facilities viz., ICT enabled classrooms (smart class/LMS), Laboratories, Seminar Hall Computing equipment</li> <li>▪ Adequate facilities for cultural activities, sports, games, gymnasium, yoga centre, cafeteria, hostels, health centre etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Building Infrastructure Development Committee (BIDC)</li> <li>▪ Canteen Management Committee (CMC)</li> <li>▪ Hostel Management Committee (HMC)</li> <li>▪ Health &amp; Hygiene Committee (HHC)</li> </ul>
<b>4.2 Library as a Learning Resource</b>	<b>20</b>	<ul style="list-style-type: none"> <li>▪ Systematic functioning of automated Library using Integrated Library Management System (ILMS)</li> <li>▪ Formal subscription of e-resources viz. e-journals, e-ShodhSindhu, Shodhganga, e-books, Databases and strengthening of e-resources centre.</li> <li>▪ Maintenance of purchase records for books, e-books and subscription of journals, ejournals.</li> <li>▪ Systematic maintenance of library users records for teachers and students.</li> <li>▪ Prepare Chart for Departmental Library Visit Day</li> </ul>	<ul style="list-style-type: none"> <li>▪ Library Management Committee (LMC)</li> </ul>
<b>4.3 IT Infrastructure</b>	<b>30</b>	<ul style="list-style-type: none"> <li>▪ Frequently updates IT facilities like Wi-Fi and Bandwidth of internet connection</li> <li>▪ Enhance Computer Centre and maintenance of Student-Computer ratio.</li> <li>▪ Maintenance of records on expenditure for infrastructure like physical facilities and academic support facilities.</li> <li>▪ Establishing systems and procedures for maintenance and utilization of physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Building Infrastructure Development Committee (BIDC)</li> <li>▪ Information Communication Technology Management Committee (ICTMC)</li> </ul>
<b>4.4 Maintenance of Campus Infrastructure</b>	<b>20</b>	<ul style="list-style-type: none"> <li>▪ Maintenance of records on expenditure for infrastructure like physical facilities and academic support facilities.</li> <li>▪ Establishing systems and procedures for maintenance and utilization of physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Building Infrastructure Development Committee (BIDC)</li> <li>▪ Information Communication Technology Management Committee (ICTMC)</li> </ul>

**CRITERION 5 - STUDENT SUPPORT AND PROGRESSION (140)**

KEY INDICATORS	METRICS	PLAN OF ACTION	IMPLEMENTED BY
<p align="center"><b>5.1 Student Support</b></p>	<p align="center"><b>50</b></p>	<ul style="list-style-type: none"> <li>▪ Measures be taken to increase the students who benefited scholarships from the Government.</li> <li>▪ Seeking sponsor/free ship for lesser privilege students from the institution, Government and non-government bodies, industries, individuals, philanthropists.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Students Welfare and Discipline Committee (SWDC)</li> <li>▪ Student Self-Support Union</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Organize one week training for capacity building and skills enhancement initiatives like Language and communication skills, Life skills, ICT/computing skills.</li> <li>▪ Setting up a Centre for imparting Vocational and Soft Skills Training for the students.</li> <li>▪ Organize Career Counselling Programmes to educate the students about different career options.</li> <li>▪ Conduct Aptitude Tests for students to enable to make the right career options.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Career and Counselling Committee (CCC)</li> <li>▪ All Department</li> <li>▪ Health and Hygiene Committee</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Transparent mechanism for timely redressal of student grievances in sexual harassment and ragging cases.</li> <li>▪ Implementation of guidelines of statutory/regulatory bodies on in sexual harassment and ragging cases.</li> <li>▪ Organize awareness campaign and undertakings on policies with zero tolerance.</li> <li>▪ Mechanisms for submission of students' grievances and timely redressal of grievances through appropriate committees</li> </ul>	<ul style="list-style-type: none"> <li>▪ Anti-Ragging and Grievances Redressal Cell (AGRC)</li> </ul>
<p align="center"><b>5.2 Student Progression</b></p>	<p align="center"><b>30</b></p>	<ul style="list-style-type: none"> <li>▪ Systematic maintenance of placement record and progression in higher studies.</li> <li>▪ Signing MoUs with corporate house/industries for providing job opportunities, recruitment drive and internship for the outgoing students.</li> <li>▪ Organize talks, workshops. Interview technique session and competitions to equip students with life skills and to provide career guidance for outgoing students.</li> <li>▪ Encourage the outgoing student to progress in higher education.</li> <li>▪ Start coaching programmes for outgoing students to qualify in state/national/international level examinations viz.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Employment Information and Placement Cell (EIPC)</li> </ul>

		JAM/CLAT/GATE/GMAT/CAT/GRE/TOEFL/Civil Services/ State government examinations.	
<b>5.3 Student Participation and Activities</b>	<b>50</b>	<ul style="list-style-type: none"> <li>▪ Facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities in student council and various administrative bodies.</li> <li>▪ Promote the outstanding students to win awards/medals in the sports/cultural competitions at inter-university/ state/ national/international level.</li> <li>▪ Motivate the students to participate in the sports and cultural events/competitions at inter-university/ state/ national/ international level.</li> <li>▪ Organize various students' competition in different field which motivate the students to participate in the higher competition.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Extension Service and Co-Curricular Committee (ESCOC)</li> <li>▪ Students Union</li> <li>▪ Cultural Club</li> <li>▪ Literature Club</li> <li>▪ English Literary Club</li> <li>▪ Volleyball Club</li> <li>▪ Basketball Club</li> <li>▪ Divination Youth Adventure Club (DYAC)</li> </ul>
<b>5.4 Alumni Engagement</b>	<b>10</b>	<ul style="list-style-type: none"> <li>▪ Strengthening connectivity with the Alumni in order to tap their resources and support.</li> <li>▪ Built a strong database system of Alumni for keeping a track of the students after they leave College.</li> <li>▪ Identified the areas where the Alumni can make contribution and play more supportive role in the college.</li> <li>▪ Department stay connected with their Alumni through social media and organize homecoming programme to make Alumni Association more vibrant.</li> <li>▪ Establish Alumni Association registration process to make Alumni Association more contribute funds for college development.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Departments</li> <li>▪ Government. J. Thankima College Alumni Association (GJTCAA)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> </ul>

**CRITERION 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT (100)**

KEY INDICATORS	METRICS	PLAN OF ACTION	IMPLEMENTED BY
<p align="center"><b>6.1</b> <b>Institutional Vision and Leadership</b></p>	<p align="center"><b>10</b></p>	<ul style="list-style-type: none"> <li>▪ Formulate reflective college vision and mission</li> <li>▪ Maintenance of decentralization and participative management in the areas of administration.</li> </ul>	<ul style="list-style-type: none"> <li>▪ General Staff Committee (GSC)</li> <li>▪ Staff Working Committee (SWC)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> <li>▪ Governance, Leadership and Organization Management Committee (GLOMC)</li> </ul>
<p align="center"><b>6.2</b> <b>Strategy Development and Deployment</b></p>	<p align="center"><b>10</b></p>	<ul style="list-style-type: none"> <li>▪ Formulate institutional strategic/perspective plan (long term plan/short term plan)</li> <li>▪ Reforms the effective and efficient policies, administrative setup, appointment, service rules and procedures.</li> <li>▪ Formulate E-Governance Policy for the implementation of e-governance in the areas of operation Administration, Finance and Accounts, Student Admission and Support, Examination etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ General Staff Committee (GSC)</li> <li>▪ Staff Working Committee (SWC)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> <li>▪ Governance, Leadership and Organization Management Committee (GLOMC)</li> </ul>
<p align="center"><b>6.3</b> <b>Faculty Empowerment Strategies</b></p>	<p align="center"><b>30</b></p>	<ul style="list-style-type: none"> <li>▪ Preserve effective welfare measures for teaching and non-teaching staff.</li> <li>▪ Provided financial support to attend conferences/workshops and towards membership fee of professional bodies.</li> <li>▪ Organized professional development/administrative training programs for teaching and non-teaching staff.</li> <li>▪ Encourage teachers to undergo faculty/ professional development programmes, orientation/ induction programmes, refresher course, short term course.</li> <li>▪ Review the Performance Appraisal System and support teachers and non-teaching staff for their promotion.</li> </ul>	<ul style="list-style-type: none"> <li>▪ General Staff Committee (GSC)</li> <li>▪ Staff Working Committee (SWC)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> <li>▪ Governance, Leadership and Organization Management Committee (GLOMC)</li> <li>▪ GJTC Staff Welfare Association (GJTCSWA)</li> <li>▪ MCTA, Govt. J. Thankima College Branch</li> </ul>
<p align="center"><b>6.4</b> <b>Financial Management and Resource Mobilization</b></p>	<p align="center"><b>20</b></p>	<ul style="list-style-type: none"> <li>▪ Regular conducts of internal and external financial audits.</li> <li>▪ Mobilize resource from non-government bodies, individuals, philanthropers etc.</li> <li>▪ Formulate strategies for mobilisation of funds and the optimal utilisation of resources.</li> </ul>	<ul style="list-style-type: none"> <li>▪ General Staff Committee (GSC)</li> <li>▪ Staff Working Committee (SWC)</li> <li>▪ Internal Quality Assurance Cell (IQAC)</li> <li>▪ Governance, Leadership and Organization Management Committee (GLOMC)</li> <li>▪ GJTC Staff Welfare Association (GJTCSWA)</li> <li>▪ MCTA, Govt. J. Thankima College Branch</li> </ul>
<p align="center"><b>6.5</b></p>		<ul style="list-style-type: none"> <li>▪ Quality initiatives for assurance of strategies and processes.</li> <li>▪ Reforms in teaching learning process, structures, methodologies and learning outcomes.</li> </ul>	

<b>Internal Quality Assurance System</b>	<b>30</b>	<ul style="list-style-type: none"><li>▪ Conduct regular meeting of Internal Quality Assurance Cell (IQAC).</li><li>▪ Systematic collection of feedback, analysed and used for improvements.</li><li>▪ Collaborative quality initiatives with other institution (s).</li><li>▪ Initiative for quality audit recognized by state, national or international agencies.</li></ul>	<ul style="list-style-type: none"><li>▪ Internal Quality Assurance Cell (IQAC)</li></ul>
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**CRITERION 7 - INSTITUTIONAL VALUES AND BEST PRACTICES (100)**

KEY INDICATORS	METRICS	PLAN OF ACTION	IMPLEMENTED BY
<p align="center"><b>7.1 Institutional Values and Social Responsibilities</b></p>	<p align="center"><b>50</b></p>	<ul style="list-style-type: none"> <li>▪ Measures initiated for the promotion of gender equity.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Women Cell (WC)</li> <li>▪ Internal Complaints Committee (ICC)</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Maintenance of facilities for alternate sources of energy and energy conservation measures like Solar energy, Biogas Plant, Wheeling to the Grid, Sensor-based energy conservation, Use of LED bulbs/power efficient equipment.</li> <li>▪ Maintenance of facilities for the management of degradable and non-degradable waste like Solid waste management, Liquid waste management, Biomedical waste management, E-waste management, Waste recycling system, Hazardous chemicals and radioactive waste management.</li> <li>▪ Water conservation facilities like Rain water harvesting, Borewell/Open well recharge, Construction of tanks and bunds, Waste water recycling, Maintenance of water bodies and distribution system in the campus.</li> <li>▪ Green Campus initiatives:               <ul style="list-style-type: none"> <li>✚ Restricted entry of automobiles</li> <li>✚ Use of Bicycles/ Battery powered vehicles</li> <li>✚ Pedestrian Friendly pathways</li> <li>✚ Ban on use of Plastic</li> <li>✚ landscaping with trees and plants.</li> </ul> </li> <li>▪ Undertaken quality audits on environment and energy for such green campus initiatives:               <ul style="list-style-type: none"> <li>✚ Green audit</li> <li>✚ Energy audit</li> <li>✚ Environment audit</li> <li>✚ Clean and green campus recognitions/awards</li> <li>✚ Beyond the campus environmental promotion activities.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Eco Club (National Green Corps)</li> <li>▪ National Service Scheme (NSS)</li> <li>▪ Green Audit Committee (GAC)</li> <li>▪ Reception and Beautification Committee (RBC)</li> </ul>

		<ul style="list-style-type: none"> <li>▪ Built environment with ramps/lifts for easy access to classrooms.</li> <li>▪ Divyangjan friendly washrooms</li> <li>▪ Signage including tactile path, lights, display boards and signposts</li> <li>▪ Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment</li> <li>▪ Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Equal Opportunity Cell (EOC)</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Undertake initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.</li> <li>▪ Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Department</li> <li>▪ Equal Opportunity Cell (EOC)</li> <li>▪ National Service Scheme (NSS)</li> <li>▪ National Cadet Corps (Airwing)</li> <li>▪ Students' Union</li> <li>▪ Cultural Club &amp; History Club</li> <li>▪ YUVA Tourism Club</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Formulation of the prescribed code of conduct for students, teachers, administrators and other staffs which executed in the following: <ul style="list-style-type: none"> <li>✚ Conducts periodic programmes.</li> <li>✚ Displayed the Prescribed Code of Conduct on the website</li> <li>✚ Monitoring the Code of Conduct.</li> <li>✚ Organizes professional ethics programmes for students, teachers, administrators and other staff.</li> <li>✚ Organize annual awareness programmes on Code of Conduct.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Code of Conduct Monitoring Committee (CCMC)</li> </ul>
<b>7.2 Best Practices</b>	<b>30</b>	<ul style="list-style-type: none"> <li>▪ Identify the two Institutional Best Practices and prepare write up as per NAAC format which implement for the governance of institution.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Institutional values &amp; Best practice Committee (IBPC)</li> </ul>
<b>7.3 Institutional Distinctiveness</b>	<b>20</b>	<ul style="list-style-type: none"> <li>▪ Portray of the performance of the Institution in one area distinctiveness and upload to College website</li> </ul>	<ul style="list-style-type: none"> <li>▪ Institutional values &amp; Best practice Committee (IBPC)</li> </ul>

  
 (REBECCA KHIANGTE)  
 Coordinator, IQAC

  
 (Prof. JV NUNCHUNGA)  
 Principal/Chairman, IQAC

**INTERNAL QUALITY ASSURANCE CELL  
GOVERNMENT J. THANKIMA COLLEGE**

**PRESCRIBED FORMAT FOR ACTION PLAN AND BUDGET**

**ACADEMIC YEAR \_\_\_\_\_**

<b>Sl. No</b>	<b>Particulars of Action Plan</b>	<b>Criterion</b>	<b>Date</b>	<b>Place</b>	<b>Target Group</b>	<b>Amount of Budget</b>	<b>Sponsoring Agency</b>
1.							
2.							
3.							
4.							
5.							
6.							
<b>TOTAL AMOUNT:</b>							

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

Letter No.: \_\_\_\_\_

Dated Aizawl: \_\_\_\_\_

Reference No.: \_\_\_\_\_

Dated Aizawl: \_\_\_\_\_

Name & Signature of HoD/Secretary: (\_\_\_\_\_)

Name of Department/Committee: (\_\_\_\_\_)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)  
GOVERNMENT J. THANKIMA COLLEGE**

**ORIENTATION PROGRAMME ON  
FOURTH CYCLE ASSESSMENT AND ACCREDITATION**

**DAY 1  
6<sup>TH</sup> SEPTEMBER, 2022 (TUESDAY)**

**Time :** 11:00am – 12:30pm  
**Place :** College Seminar Hall

**Moderator :** Prof. JV. Nunchunga, Principal/Chairman IQAC

**Resource Persons :** **Criterion 1: Rebecca Khiangte & Albert Nuntharmawia, IQAC Team**  
**Criterion 2: Lalmuanpuia & Alexious Lalchhandama, IQAC Team**

CRITERION	PARTICIPANTS
<b>CRITERION 1 CURRICULAR ASPECTS</b>	<ul style="list-style-type: none"> <li>▪ All Head of Departments</li> <li>▪ Chairman &amp; Secretary, Admission and Examination Committee (AEC)</li> <li>▪ Chairman &amp; Secretary, College Academic Committee (CAC)</li> <li>▪ Chairman, Secretary &amp; Course Coordinator, Spoken Language Committee (SLC)</li> <li>▪ Chairman, Secretary &amp; Course Coordinator, Innovation and Best Practice Committee (IBPC)</li> <li>▪ Chairman, Secretary &amp; Course Coordinator, Information and Communication Technology Management Committee (ICTMC)</li> </ul>
<b>CRITERION 2 TEACHING- LEARNING AND EVALUATION</b>	<ul style="list-style-type: none"> <li>▪ Chairman &amp; Secretary, Teaching Learning Committee (TLC)</li> <li>▪ Chairman &amp; Secretary, Equal Opportunity Cell (EOC)</li> <li>▪ Chairman &amp; Secretary, Remedial Coaching Committee (RMCC)</li> <li>▪ Chairman &amp; Secretary, Mentoring Programme Committee (MPC)</li> <li>▪ Chairman &amp; Secretary, Parents-Teacher Committee (PTC)</li> <li>▪ President &amp; Secretary, GJTC Alumni Association (GJTCAA)</li> </ul>

**DAY 2  
8<sup>TH</sup> SEPTEMBER, 2022 (THURSDAY)**

**Time :** 11:00am – 12:30pm  
**Place :** College Seminar Hall

**Moderator :** Lalmuanpuia, Member IQAC

**Resource Persons :** **Criterion 4: Lalngaihawma & Prof. JV. Nunchunga, IQAC Team**  
**Criterion 6: Rebecca Khiangte & Lalrinawma, IQAC Team**

CRITERION	PARTICIPANTS
<b>CRITERION 4 INFRASTRUCTURE AND LEARNING RESOURCES</b>	<ul style="list-style-type: none"> <li>▪ Chairman &amp; Secretary, Building Infrastructure Development Committee (BIDC)</li> <li>▪ Chairman &amp; Secretary, Canteen Management Committee (CMC)</li> <li>▪ Chairman &amp; Secretary, Hostel Management Committee (HMC)</li> <li>▪ Chairman &amp; Secretary, Health &amp; Hygiene Committee (HHC)</li> <li>▪ Chairman &amp; Secretary, Library Management Committee (LMC)</li> <li>▪ Chairman &amp; Secretary, Information Communication Technology Management Committee (ICTMC)</li> </ul>
<b>CRITERION 6 GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	<ul style="list-style-type: none"> <li>▪ All Head of Department</li> <li>▪ Chairman &amp; Secretary, General Staff Committee (GSC)</li> <li>▪ Chairman &amp; Secretary, Staff Working Committee (SWC)</li> <li>▪ Chairman &amp; Secretary, Internal Quality Assurance Cell (IQAC)</li> <li>▪ Chairman &amp; Secretary, Governance, Leadership and Organization Management Committee (GLOMC)</li> <li>▪ Chairman &amp; Secretary, GJTC Staff Welfare Association (GJTCSWA)</li> <li>▪ President &amp; Secretary, MCTA, Govt. J. Thankima College Branch</li> </ul>

**DAY 3**  
**9<sup>TH</sup> SEPTEMBER, 2022 (FRIDAY)**

**Time :** 11:00am – 12:30pm  
**Place :** College Seminar Hall

**Moderator :** Zoramthanga, Member IQAC

**Resource Persons :** **Criterion 3: Dr. Lalrinkimi Pachuau, IQAC Team**  
**Criterion 5: Dr. Lalrinnggheta, IQAC Team**  
**Criterion 7: Lalbiakdika, IQAC Team**

CRITERION	PARTICIPANTS
<b>CRITERION 3 RESEARCH, INNOVATIONS AND EXTENSION</b>	<ul style="list-style-type: none"><li>▪ All Head of Departments</li><li>▪ Chairman &amp; Secretary, Research &amp; Consultancy Committee (RCC)</li><li>▪ Chairman &amp; Secretary, Extension Service and Co-Curricular Committee (ESCOC)</li><li>▪ Chairman &amp; Secretary, Women Committee (WC)</li><li>▪ Chairman &amp; Secretary, Internal Complaints Committee (ICC)</li></ul>
<b>CRITERION 5 STUDENT SUPPORT AND PROGRESSION</b>	<ul style="list-style-type: none"><li>▪ Chairman &amp; Secretary, Students Welfare and Discipline Committee (SWDC)</li><li>▪ Chairman &amp; Secretary, Career and Counselling Committee (CCC)</li><li>▪ Chairman &amp; Secretary, Anti-Ragging and Grievances Redressal Cell (AGRC)</li><li>▪ Chairman &amp; Secretary, Employment Information and Placement Cell (EIPC)</li><li>▪ Chairman &amp; Secretary, Code of Conduct Monitoring Committee (CCMC)</li><li>▪ Chairman &amp; Secretary, Institutional values &amp; Best practice Committee (IBPC)</li><li>▪ Chairman &amp; Secretary, Reception and Beautification Committee (RBC)</li></ul>
<b>CRITERION 7 INSTITUTIONAL VALUES AND BEST PRACTICES</b>	<ul style="list-style-type: none"><li>▪ Chairman &amp; Secretary, Equal Opportunity Cell (EOC)</li><li>▪ Chairman &amp; Secretary, Extension Service and Co-Curricular Committee (ESCOC)</li><li>▪ All Members, Green Audit Committee (GAC)</li><li>▪ Programme Officers, National Service Scheme (NSS)</li><li>▪ President &amp; Secretary, GJTC Alumni Association (GJTCAA)</li><li>▪ Vice President &amp; Secretary, GJTC Students' Union</li><li>▪ Teacher in-charge of Students' Club viz. National Cadet Corps (NCC), National Green Corps (Eco Club), Red Ribbon Club (RRC), Consumer Club, Anti-Drugs Club, Disaster Management Club, Student Self-Support Union, Students Evangelical Union, Cultural Club, Literature Club, English Literary Club, Volleyball Club, Basketball Club, Divination Youth Adventure Club, History Club, YUVA Tourism Club.</li></ul>



(Prof. JV NUNCHUNGA)  
Principal/Chairman, IQAC



(REBECCA KHIANGTE)  
Coordinator, IQAC

**INTERNAL QUALITY ASSURANCE CELL  
GOVERNMENT J. THANKIMA COLLEGE**

**PRESCRIBED FORMAT FOR PROGRAMME/ACTIVITY REPORT  
REPORTING PERIOD \_\_\_\_\_**

<b>Sl. No</b>	<b>Particulars of Activity/ Programme</b>	<b>Criterion</b>	<b>Date</b>	<b>Place</b>	<b>No. of Participants</b>	<b>Amount of Expenditure</b>	<b>Sponsoring Agency</b>
<b>Total Amount</b>							

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

Letter No.: \_\_\_\_\_

Dated Aizawl: \_\_\_\_\_

Reference No.: \_\_\_\_\_

Dated Aizawl: \_\_\_\_\_

Name & Signature of HoD/Secretary: (\_\_\_\_\_)

Name of Department/Committee: (\_\_\_\_\_)

**The following documents should be attached along with the activity/programme report.**

1. Flyers/notice of the activity/programme.
2. Participants attendance (name, class & roll number, designation/nature of participation, gender, signature).
3. Five (5) copies of activity/programme geotag-photographs/photographs with banner (soft copy).
4. Summary report of activity/programme (objectives, report of events, resource person with details designation, activity/programme outcomes)