



No. IQAC-6/2019/JTC

Dated Aizawl: 3rd July, 2023

2023-2024
INTERNAL QUALITY ASSURANCE CELL
1ST MEETING MINUTES

Date : 3rd July, 2023 at 01:00 PM
Place : College Seminar Hall
Meeting Chairman : Prof. JV Nunchunga, Principal/Chairman, IQAC
Meeting Recorder : Rebecca Khiangte, Coordinator, IQAC
No. of Participants : 14 members (4 members absent and attendance sheet is enclosed)

A. Commencement: Prof. JV Nunchunga, Principal of Govt. J. Thankima College, opened the meeting and gave a brief report on the recommendations made by the NAAC Peer Team Members.

B. Resolutions:

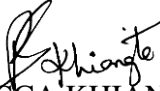
- 1. IQAC Action Taken Report 2022-2023:** As invited by the chairman, Rebecca Khiangte, Co-ordinator, IQAC gave the action taken report during the academic session 2022-23 and asked query of the members. After a few clarifications, the meeting approved the ATR which is attached in **annexure 1** and should be uploaded on the College website.
- 2. Review of Feedback and Action Taken Report 2022-23:** The Co-ordinator presented the Feedback Analysis Report 2022-23 which were taken from various stakeholders viz. student, alumni, parent, employer and teacher. After careful study of the action taken report of eight (8) departments, the meeting resolved the following: -
 - Each department should take a careful study of their weak points and eradicate them after reviewing the feedback report.
 - The action taken resultant of student's feedback analysis report should be submitted in the month of June every year and brought forth for discussion in the upcoming review meeting.
 - The feedback analysis report and department action taken report should be uploaded on the College website.
- 3. IQAC Programme Calendar 2023-2024:** The meeting discussed the IQAC Programme Calendar 2023-2024 which is prepared by the Co-ordinator. After some changes, the meeting approved the IQAC Programme Calendar 2023-2024 which is enclosed in **annexure 2** to be uploaded on the College website.
- 4. Review of the 3rd Cycle NPTV Recommendations and Preparation of Perspective Plan 2023-2027:** The chairman presented the 3rd Cycle NAAC Peer Team Recommendations and the proposed steps to be taken for implementation. After a long deliberation, the meeting approved the proposed steps for implementation of NPTV recommendations which is attached in **annexure 3**.

The meeting appointed the Principal and Co-ordinator to set up body and prepare the Institutional Perspective Plan 2023-2027 based on the 3rd Cycle NPTV Recommendations, College Vision and Mission.

5. **IQAC Plan of Action & Budget 2023-2024:** The chairman presented the IQAC Action Plan and Budget 2023-2024 to the meeting. After a long study of the detailed action plan and budget of all the Cells/Committees and the Department, the meeting has been approved the overall budget 186 lakhs which should be borne from various sources. The IQAC Action Plan and Budget 2023-2024 is enclosed in **annexure 4** which should be uploaded on the College website.

However, Parents-Teachers Meet 2023-24 should be organised by Parent-Teacher Committee for the 1st and 2nd year students and expenditure should be borne by the institution. Parent-Teacher Meet 2023-24 for the 3rd/final year students should also be organised by the Department and expenditure should be borne by the Department.

The meeting was concluded at 03:00pm.


(REBECCA KHIANGTE)
Coordinator, IQAC



(Prof. JV NUNCHUNGA)
Principal/Chairman, IQAC

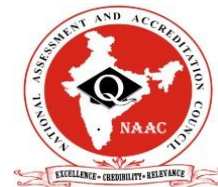
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Copy to:

1. Principal, Govt. J. Thankima College for kind information
2. All HoDs for information and necessary actions.
3. All Chairman/Secretary, Cells/Committee under IQAC for information and necessary actions
4. Guard File.


(REBECCA KHIANGTE)
Coordinator, IQAC



No. IQAC-6/2019/JTC

Dated Aizawl: 3rd July, 2023

ANNEXURE 1

2022-2023 ACTION TAKEN REPORT
3RD JULY, 2023

| |
|--|
| ✚ IQAC prepared and monitored Annual Plan and Budget 2022-2023 . The total amount of budget was Rs. 23 lakhs which should be borne from various sources. |
| ✚ Internal Quality Assurance Cell conducted five (5) meeting during 2022-23 viz. <ul style="list-style-type: none">▪ 05-09-2022 - IQAC▪ 10-10-2022 - IQAC & General Staff Committee▪ 14-10-2022 - IQAC▪ 01-11-2022 - IQAC & GJTCAA▪ 13-01-2023 - IQAC & General Staff Committee |
| ✚ IQAC & Department organized Course Orientation Programme on 7 th July 2022 for the students of 5 th semester students. |
| ✚ IQAC and Academics & Examination Committee (AEC) organized Academic Counselling Programme on 8 th July, 2022 for the students of 3 rd Semester |
| ✚ IQAC and Academics & Examination Committee organized Orientation of Choice Based Credit System on 12 th July, 2022 for the students of 1 st Semester |
| ✚ IQAC & Library Management Committee organized Library Orientation Programme on 12 th August, 2022 for the fresh students. |
| ✚ IQAC organized Students' Club Registration Mela and conducted Election of Club leaders during 23 rd -24 th August, 2022. Nodal Department and Teacher in charge were appointed for a term of one year. |
| ✚ IQAC & Parent-Teacher Committee (PTC) organized Parent-Teacher Meet 2022-2023 on 22 nd September, 2022 and conducted Parents' Feedback . |
| ✚ IQAC & Teaching-Learning Committee organized One Day Faculty Development Training on 20 th October, 2022 at College Seminar Hall, Central Campus. |
| ✚ It was organized MOCK VISIT for the preparation of NAAC Peer Team Visit on 9 th December, 2022 at Central Campus. |
| ✚ IQAC take initiatives to face NAAC Peer Team Visit during 15 th & 16 th December, 2022 and accredited with A+ grade |
| ✚ IQAC & Department organized Course Orientation Programme on 31 st January, 2023 for the students of 6 th Semester. |
| ✚ IQAC & Mentoring Programme Committee appointed mentor and mentees for the academic session of 2022-2023. Mentoring Day 2023 was organized on the theme career counselling, value added activity & soft skills development on 28 th February, 2023 at Central Campus. |
| ✚ IQAC, GJTCSWA & Teaching Learning Committee jointly organized One Day Workshop on Implementation of New Education Policy 2020 on 21 st April, 2023 at Central Campus. |
| ✚ IQAC conducted Feedback 2022-2023 from various stakeholders viz. student, alumni, parent, employer and teacher via online/offline. |

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

(REBECCA KHIANGTE)
Co-ordinator, IQAC



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ANNEXURE 2

2023-2024
IQAC PROGRAMME CALENDAR

| Sl.no | Name of the Activity/Programme | Date |
|-------|--|-------------------------|
| 1. | Conduct Meeting for Cells/Committee and Department | July, 2023 |
| 2. | 1 st Meeting of Internal Quality Assurance Cell (IQAC) | July, 2023 |
| 3. | Monitoring of Annual Action Plan 2023-2024 | July, 2023 - June, 2024 |
| 4. | 2 nd Meeting of Internal Quality Assurance Cell (IQAC) | October, 2023 |
| 5. | Conduct of student's feedback 2022-2023 (I, III, V Sem) | November, 2023 |
| 6. | Submission of Annual Quality Assurance Report (AQAR) 2022-2023 | December, 2023 |
| 7. | Collection of Half Yearly Activity Report 2023-2024 | December, 2023 |
| 8. | 3 rd Meeting of Internal Quality Assurance Cell (IQAC) | February, 2024 |
| 9. | Conduct of Feedback from various stakeholders viz. Employer, Alumni, Parent, Teacher, Supporting-Staff | April, 2024 |
| 10. | 4 th Meeting of Internal Quality Assurance Cell (IQAC) | June, 2024 |
| 11. | Collection of Department Action Taken Report 2023-2024 | June, 2024 |
| 12. | Collection of Annual Activity Report 2023-2024 | June, 2024 |


(Prof. JV NUNCHUNGA)
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ANNEXURE 3

| 3 RD CYCLE NAAC PEER TEAM VISIT RECOMMENDATIONS & IMPLEMENTATIONS | | |
|---|--|---|
| Sl. no | Recommendations | Steps to be taken for Implementations |
| 1. | The institution needs to receive more Research Projects | The Research and Development Committee (RDC) may sit together and exercise their wisdom for getting more research projects. |
| 2. | Regular updating curricula is required as per UGC guidelines | Departments may write suggestions for updating curricula to the BoS, Mizoram University |
| 3. | The institution needs to initiate PMEB for regular promotion of research and extension service | Planning, Monitoring and Evaluation Board (PMEB) may be constituted by the Research and Development Committee (RDC) |
| 4. | An auditorium needs to be constructed | Principal submitted the proposals for the construction of auditorium to the concerned authority. |
| 5. | Geography and BBA programmes need to be regularized on par with other programme | Teachers are initially upgraded to Casual Teaching Faculty and steps to be taken for their regularization. Proposal for post creation is being prepared by Directorate of H & TE Department |
| 6. | Bus transportation to students be initiated | Principal and Staff Working Committee has taken initiatives to procure new bus |
| 7. | Drinking water facilities to be enhanced | Bore-well installation and construction of water tank are in progress. More water filter will be placed for students at suitable places |
| 8. | MoUs should be more active and functional | All Departments, Cells/Committees shall initiate appropriate action. |
| 9. | Recruitment of sanctioned teaching and non-teaching posts | Applications and request be submitted to the concerned authorities |
| 10. | Short-term certificate programme through MOOCs to be introduced | ICT Committee and concerned person may take initiative to introduce short term certificate programme through MOOCs. |

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

ANNEXURE 4

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

ABSTRACT OF BUDGET ESTIMATE FOR VARIOUS COMMITTEES UNDER IQAC DURING 2023-24

| Sl. No | CRITERIA AND COMMITTEES | BUDGET ESTIMATE |
|---|---|------------------------|
| CRITERION 1: CURRICULAR ASPECTS | | |
| 1 | COMMITTEE ON NEP, 202 | 5000 |
| 2 | PARENT-TEACHER COMMITTEE | 6000 |
| CRITERION 2 TEACHING-LEARNING AND EVALUATION | | |
| 3 | ACADEMICS AND EXAMINATIONS COMMITTEE | 131500 |
| 4 | REMEDIAL COACHING COMMITTEE | 16000 |
| 5 | MENTORING PROGRAMME COMMITTEE | 2000 |
| 6 | TEACHING-LEARNING COMMITTEE | 7000 |
| CRITERION 3 RESEARCH, INNOVATION AND EXTENSION | | |
| 7 | RESEARCH AND DEVELOPMENT COMMITTEE | 70000 |
| 8 | INTELLECTUAL PROPERTY RIGHTS COMMITTEE | 2500 |
| 9 | EXTENSION SERVICE AND CO-CURRICULAR COMMITTEE | 3000 |
| CRITERION 4 INFRASTRUCTURE AND LEARNING RESOURCE | | |
| 10 | INFRASTRUCTURAL DEVELOPMENT COMMITTEE | 9937000 |
| 11 | HOSTEL MANAGEMENT COMMITTEE | 76600 |
| 12 | HEALTH AND HYGIENE COMMITTEE | 20500 |
| 13 | LIBRARY MANAGEMENT COMMITTEE | 204028 |
| 14 | ICT COMMITTEE | 271250 |
| CRITERION 5 STUDENT SUPPORT AND PROGRESSION | | |
| 15 | STUDENT WELFARE AND GRIEVANCE REDRESSAL COMMITTEE | 7412000 |
| 16 | ANTI-RAGGING CELL | 2500 |
| 17 | CAREER COUNSELLING AND PLACEMENT CELL | 25000 |
| 18 | ALUMNI ASSOCIATION (GJTCAA) | 15000 |
| CRITERION 6 GOVERNANCE, LEADERSHIP AND MANAGEMENT | | |
| 19 | FINANCE AND MANAGEMENT COMMITTEE | 58000 |
| 20 | EVENTS MANAGEMENT COMMITTEE | 100000 |
| 21 | INTERNAL QUALITY ASSURANCE CELL | 107000 |
| CRITERION 7 INSTITUTIONAL VALUES AND BEST PRACTICE | | |
| 22 | WOMEN COMMITTEE | 12700 |
| 23 | INTERNAL COMPLAINT COMMITTEE | 7500 |
| 24 | GREEN AND BEAUTIFICATION COMMITTEE | 100000 |
| 25 | EQUAL OPPORTUNITY CELL | 6000 |
| 26 | CODE OF CONDUCT COMMITTEE | 0 |
| 27 | INSTITUTIONAL VALUES AND BEST PRACTICE COMMITTEE | 3000 |
| TOTAL | | Rs. 1,86,01,078 |

ABSTRACT OF BUDGET ESTIMATE FOR THE ACADEMIC DEPARTMENTS

| DEPARTMENT WISE BUDGET 2023-2024 | | | |
|----------------------------------|----------------------------|---------------------|-----------------------|
| Sl. No | Particulars of Action Plan | Budget | Source of income |
| 1 | Department of Mizo | Rs. 10,000. 00 | OE/OC |
| 2 | Department of English | Rs. 12,500. 00 | Rs. 10,000 from OE/OC |
| 3 | Department of Economics | Rs. 46, 000. 00 | Rs. 10,000 from OE/OC |
| 4 | Department of Education | Rs. 15,000. 00 | Rs. 10,000 from OE/OC |
| 5 | Department of Pol. Science | Rs. 12,000. 00 | Rs. 10,000 from OE/OC |
| 6 | Department of Management | Rs. 10,000. 00 | OE/OC |
| 7 | Department of Geography | Rs. 10,000. 00 | OE/OC |
| 8 | Department of History | Rs. 21, 000.00 | Rs. 10,000 from OE/OC |
| TOTAL AMOUNT | | Rs. 1,30,500 | |

**DETAILS OF ANNUAL PLAN AND BUDGET ESTIMATE FOR
COMMITTEES UNDER IQAC DURING 2023-24**

| CRITERION 1: CURRICULAR ASPECTS | | | | | | |
|--|--|------------------|-------------|-------------------------------|---------------|-----------------------|
| 1. COMMITTEE ON NEP, 2020 | | | | | | |
| Sl. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Selection of Subject for Multidisciplinary Course | 1 | Jul-23 | 1st sem Students | - | - |
| 2 | Identification of Skills Course to be introduced at the College | 1 | Jul-23 | 2nd sem Students | - | - |
| 3 | Orientation of NEP, 2020 | 1 | Jul-23 | 1st sem Students | - | - |
| 4 | Contingencies | | | | 5000 | Centre fee |
| | | | | Sub total | 5000 | - |
| 2. PARENT-TEACHER COMMITTEE (PTC) | | | | | | |
| Sl. No. | Particulars of Action Plan/ Programme | Criterion | Date | Target Group | Budget | Source of fund |
| 1 | To collect Feed Back from Parents | 1 | 2023-2024. | I & III SEM Parents | 1000 | IQAC |
| 2 | To organize Parent-Teacher Meet for final year students in collaboration with the Department | 1 | 2023-2024 | Parent of final year students | 5000 | Centre fee |
| | | | | Sub total | 6000 | |

| CRITERION 2 TEACHING-LEARNING AND EVALUATION | | | | | | |
|--|---|------------------|-------------|---------------------|---------------|-----------------------|
| 3. ACADEMICS AND EXAMINATIONS COMMITTEE (AEC) | | | | | | |
| Sl. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Formulation of college Academic Calendar & fixed in college notice board | 1 | Jul-23 | Teachers & Students | 1500 | Exam fee |
| 2 | Formulation of college Daily Routine & fixed in college notice board | 1 | Jul-23 | Teachers & Students | 1500 | Exam fee |
| 3 | Maintenance of proper record of teacher's activities in the curriculum development and academic matters | 1 | 2023-24 | Teachers | NIL | NA |
| 4 | Preparation and maintenance of Teachers' Diary and Teaching Plan | 1 | 2023-24 | Teachers | NIL | NA |
| 5 | Submission of weekly teaching diary | 1 | 2023-24 | Teachers | NIL | NA |

| | | | | | | |
|----|---|---|----------------------------|------------------------|---------------|----------|
| 6 | Submission of monthly students' attendance | 2 | 2023-24 | Teachers | NIL | NA |
| 7 | Organize Academic Counseling | 2 | 2023-24 | Students | NIL | NA |
| 8 | Evaluate the attainment of learning outcomes | 2 | 2023-24 | 100 students | NIL | NA |
| 9 | Organize Teacher exchange programme | 2 | 2023-24 | All Departments | NIL | NA |
| 10 | Conduct of Continuous Internal Evaluation process | 1 | 2023-2024 | Teachers | 5000 | Exam fee |
| 11 | Systematic Enrollment of Students, allotment of sanctioned seats and reservation of seats for SC, ST, OB Divyangjan | 2 | Jul-23 | Teachers | - | - |
| 12 | Systematic mechanism to deal with internal assessment in a robust, transparent and efficient manner | 2 | 2023-2024 | Teachers | - | - |
| 13 | Organise the awareness programme on NEP | 2 | Jul-23 | 1st sem students | 5000 | Exam fee |
| 14 | Conduct of Internal examination (Odd and Even semester) | 2 | Two times in each semester | Students | 30000 | Exam fee |
| 15 | Conduct of MZU end semester examination (Odd and Even semester) | 2 | Nov 2022 & May 2023 | Students | 87500 | Exam fee |
| 16 | Maintenance of invigilators' exam dairy in all examination halls | 2 | Nov 2022 & May 2023 | Teachers | 1000 | Exam fee |
| 17 | To accommodate students from Manipur who are Internally Displaced people | 2 | 2023-24 | Students from Manipur | - | - |
| 18 | Students from other neighbouring states/countries will be given priority in admission | 2 | 2023-24 | Outside state students | - | - |
| 19 | Formulation of leave rules for students | 2 | 2023-24 | Students | - | - |
| | | | | Sub total | 131500 | |
| | | | | | | |

| 4. REMEDIAL COACHING COMMITTEE (RCC) | | | | | | |
|---|---|------------------|---|------------------------------|---------------|-----------------------|
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | To identify slow/weak and advanced learners from the first internal examination on the basis of their performance. | 2 | Sep-23 | Students | 500 | Exam fee |
| 2 | To conduct remedial classes | 2 | September 2023 & May, 2024 | Advanced and Slow learners | 15000 | PM-USHA |
| 3 | To assess/evaluate the learning level of the students who attended the Remedial classes | 2 | July, 2024 | Identified students | 500 | Exam fee |
| | | | | Sub total | 16000 | |
| 5. MENTORING PROGRAMME COMMITTEE | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Appointment of mentors and allotment of mentees | 2 | 7 th August, 2023 | Odd Semester Student-mentees | NA | NA |
| 2 | Organize Mentoring Day on various themes: <ul style="list-style-type: none"> ■ Value added activity ■ Soft skills development ■ Career orientation programme | 2 & 5 | 9 th August, 2023 | Odd Semester Student-mentees | NA | NA |
| 3 | Conduct E-Mentoring and Mentoring Class based on these themes: <ul style="list-style-type: none"> ■ Value added activity ■ Soft skills development ■ Career orientation programme | 2 & 5 | Aug.- Nov. 2023 Jan - May. 2024 (Mentoring Class) | Odd Semester Student-mentees | NA | NA |
| 4 | Organize Mentors' Training on E- Mentoring & Mentoring skills | 2 | September, 2023 | 31 Mentors | 2000 | CDF |
| 5 | Conduct online mentoring feedback from the student- | 2 | June, 2024 | Even sem students | NA | NA |

| | | | | | | |
|---------------------------------------|--|------------------|---------------------------|---------------------|---------------|-----------------------|
| | mentees | | | | | |
| 6 | Review of mentoring for the teacher-mentors | 2 | June, 2024 | Mentors | NA | NA |
| | | | | Sub total | 2000 | |
| 6. TEACHING-LEARNING COMMITTEE | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | To organized one day faculty development workshop on ICT integration for effective teaching-learning | 2.3 | Feb-24 | Teachers | 6000 | IQAC |
| 2 | To updated teachers' profiles and uploaded into the website | 2.3 | October to Decem ber 2023 | Teachers | - | - |
| 3 | Distribution of TLC guidelines to all Departments | 2.3 | Sep-23 | Teachers | 1000 | IQAC |
| | | | | Sub total | 7000 | |

| | | | | | | |
|---|---|------------------|-------------|---------------------|---------------|-----------------------|
| CRITERION 3 RESEARCH, INNOVATION AND EXTENSION | | | | | | |
| 7. RESEARCH AND DEVELOPMENT COMMITTEE (RCC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Action Research | 3.1 | 2023-2024 | Teachers | NIL | |
| 2 | Cash Incentives Award | 3.1 | 2023-2024 | Teachers | 6000 | IQAC |
| 3 | National Seminar | 3.4 | 2023-2024 | Teachers | 50000 | Centre fee/ NEC |
| 4 | Collection of UGC Care List | 3.1 | 2023-2024 | Teachers | - | - |
| 5 | Publication of book | 3 | 2023-2024 | Teachers | 5000 | CDF |
| 6 | Incentive for publication in the UGC Care list @ Rs. 3000 per paper | 3 | 2023-2024 | Teachers | 9000 | IQAC |
| | | | | Sub total | 70000 | |
| 8. INTELLECTUAL PROPERTY RIGHT CELL (IPRC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Awareness programme on IPR | 3 | 2023-2024 | Students | - | - |
| 2 | Programme on Anti-Plagiarisms | 3 | 2023-2024 | Teachers | - | - |

| 3 | Training on filling of Patent | 3 | 2023-2024 | Students & Teachers | 2500 | IQAC |
|---|--|-----------|-----------|---------------------|-------------|----------------|
| | | | | Sub total | 2500 | |
| 9. EXTENSION SERVICE AND CO-CURRICULAR COMMITTEE (ESCOC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | To coordinate the extension service clubs/ organization and monitor their activities | 3 | 2023-2024 | clubs/ organization | NA | NA |
| 2 | To take initiative for signing MoUs in collaborate with industry and community | 3 | 2023-2024 | clubs/ organization | NA | NA |
| 3 | To organize students' club registration mela and their activities | 3 | 2023-2024 | clubs/ organization | 2000 | IQAC |
| 4 | To collect and compile the activities of the extension service. | 3 | 2023-2024 | clubs/ organization | 1000 | NA |
| Sub total | | | | | 3000 | |

| CRITERION 4 INFRASTRUCTURE AND LEARNING RESOURCE | | | | | | |
|---|--|-----------|-----------|------------------------|---------|--------------------------------------|
| 10. INFRASTRUCTURAL DEVELOPMENT COMMITTEE (IDC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Construction of Students' Union Office (Continuation) | 4 | 2023-2024 | Students Union | 400000 | SU fund, donation, contribution, etc |
| 2 | Construction of Masonry Step (Approach Step to the proposed SU Building) | 4 | 2023-2024 | Students Union | 50000 | SU fund, donation, contribution, etc |
| 3 | Vertical Extension of RUSA Academic Building for class rooms | 4 | 2023-2024 | Students | 1940000 | PWD Dept |
| 4 | Fencing - Central Campus (Block - I) | 4 | 2023-2024 | All students and staff | 200000 | HTE Directorate |
| 5 | Construction of Water Tank (Rain Water Harvesting) at Upper Court Yard | 4 | 2023-2024 | All students and staff | 6200000 | AMC |
| 6 | Construction of Iron Gate and Bar at the entrance of Administrative Building | 4 | 2023-2024 | All students and staff | 40000 | CDF |
| 7 | Construction of Solid Waste Segregation/ Decomposed plant | 4 | 2023-2024 | All students and staff | 25000 | CDF |
| 8 | Installation 1 AC at Office Establishment | 4 | 2023-2024 | Adm. staff | 50000 | Res. Mobilisation |

| | | | | | | |
|---|---|------------------|-----------------------|----------------------------|----------------|--------------------------------|
| 9 | Renovation of Toilets | 4 | 2023-2024 | All students and staff | 15000 | CDF |
| 10 | Construction of Water Bore Well Drill at Central Campus | 4 | 2023-2024 | All students and staff | 750000 | HTE: 2,30,000 CSR: 5,20,000 |
| 11 | Construction of security wall for Adm Building | 4 | 2023-2024 | All students and staff | 65000 | Res. Mobilisation |
| 12 | Maintenance of Solar Plant & Control Room | 4 | 2023-2024 | All students and staff | 2000 | Res. Mobilisation |
| 13 | Construction of Main entrance gate | 4 | 2023-2024 | All students and staff | 200000 | Res. Mobilisation |
| | | | | Sub total | 9937000 | |
| 11. HOSTEL MANAGEMENT COMMITTEE (HMC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Purchase of water Filter | 4 | 2023-2024 | Boys Hostellers | 10000 | Hostel fund |
| 2 | Construction of Gate at Boys Hostel | 4 | 2023-2024 | Boys Hostellers | 10000 | Hostel fund |
| 3 | Renovation of Kitchen at Girls Hostel | 4 | 2023-2024 | Girls Hostellers | 15000 | Hostel fund |
| 4 | Wifi connection fee | 4 | 2023-2024 | Both hostels | 21600 | Hostel fund |
| 5 | Repair & Maintenance | 4 | 2023-2024 | Both hostels | 20000 | Hostel fund |
| | | | | Sub total | 76600 | |
| 12. HEALTH AND HYGIENE COMMITTEE (HHC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Renovation of the Canteen | 4 | 2023-2024 | Students | 7000 | Canteen fund |
| 2 | Procurement of chairs and tables for the canteen | 4 | 2023-2024 | Students | 2500 | Canteen fund |
| 3 | To put up Body Mass Index (BMI) Posters in the Canteen | 4 | 2023-2024 | Students | 500 | Canteen fund |
| 4 | Maintenance of Health Centre, Drinking Water & Emergency Duty Chart | 4 | 2023-2024 | students | 1000 | IQAC |
| 5 | Observe State/ National/ International Health Important Days | 4 | 2023-2024 | students | NA | NA |
| 6 | Signing MoU with Corporate House/Hospital | 4 | 2023-2024 | students | NA | NA |
| 7 | Organize Awareness Programme on Personal Health and Hygiene | 4 | Sept. 2023 | I Sem Students | 1000 | Canteen fund |
| 8 | Organize free clinic for physical health | 4 | Oct. 2023 | Students & local Community | 1000 | Canteen fund |
| 9 | Organize one week training for youth counseling | 4 | Nov. 2023 | Students | 1000 | Canteen fund |
| 10 | Monitoring of Cleanliness Duty & programme | 4 | Aug. 2023 to Jun.2024 | Students | 1000 | Canteen fund |

| 11 | Maintenance of Sanitary Pad Vending Machine | 4 | Sept. 2023 to Jun. 2024 | Female Students | 1000 | Canteen fund |
|---|--|-----------|-------------------------|-----------------------|---------------|----------------|
| 12 | Purchase of Garbage bag | 4 | 2023-2024 | | 4500 | Canteen fund |
| | | | | Sub total | 20500 | |
| 13. LIBRARY MANAGEMENT COMMITTEE (LMC) | | | | | | |
| Sl. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Conduct of Library Orientation Programme for Freshers | 4 | 3-4 Aug. 2023 | I Semester | NA | |
| 2 | Systematic functioning of automated library using ILMS | 4 | 2023-2024 | Students and teachers | NA | |
| 3 | Subscription of journals, e-journals | 4 | 2023-2024 | Students and teachers | 30000 | Library fund |
| 4 | Renewal of Internet connection | 4 | 2023-2024 | Students and teachers | 21228 | Library fund |
| 5 | Best library user award | 4 | 2023-2024 | Students | 2000 | Library fund |
| 6 | Internet connection bill | 4 | 2023-2024 | Students | 10800 | Library fund |
| 6 | Purchase of books | 4 | 2023-2024 | Students and teachers | 100000 | RUSA 2.0 |
| 7 | Upgrade of SOUL to 3.0 | 4 | 2023-2024 | Library users | 40000 | Library fund |
| | | | | Sub total | 204028 | |
| 14. ICT COMMITTEE (ICTC) | | | | | | |
| Sl. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Maintenance and updating of GJTC Info-App, GTJC Website, GJTC YouTube Channel and GJTC Facebook Profile. | 4 | 2023-2024 | Students and teachers | 5000 | ICT Fund |
| 2 | Upkeep Of College Computer Centre and other ICT equipment | 4 | 2023-2024 | Students and teachers | 30000 | ICT Fund |
| 3 | Faculty Development Programme (FDP)- Training | 6 | 2023-2024 | Students and teachers | 10000 | RUSA Fund |
| 4 | Continuation of CCC as an add-on Course | 4 | 2023-2024 | Students and teachers | - | NIELET |
| 5 | Wi-Fi bills | 4 | 2023-2024 | Students and teachers | 30000 | ICT Fund |
| 6 | Enrichment of e-resource centre | 4 | 2023-2024 | Students and teachers | - | |
| 7 | Purchase of ICT Lectern- 5 nos | 4 | 2023-2024 | Students and teachers | 190,750 | RUSA 2.0 |
| 8 | Purchase of HDMI cable- 5 metres-5 unit, 3 metres-5 units | 4 | 2023-2024 | Students and teachers | 5500 | RUSA 2.0 |
| | | | | Sub total | 271250 | |

| CRITERION 5 STUDENT SUPPORT AND PROGRESSION | | | | | | |
|--|--|------------------|----------------|-----------------------------------|----------------|----------------------------|
| 15. STUDENT WELFARE AND GREVIANCE REDRESSAL COMMITTEE (SWGRC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Increase the number of students who receive scholarships from the Government. | 5 | 2023-2024 | 700 regular students | 7000000 | Govt. of India |
| 2 | Formulation of JTC Educational Trust | 5 | 2023-2024 | Less privilege students | 50000 | Individual/ Philanthropist |
| 3 | Organize Educational Tour 2023-2024 | 5 | April, 2024 | V/VI Sem students | 250000 | HTE |
| 4 | Provide financial assistance to lesser privilege students | 5 | 2023-2024 | Less privilege students | 50000 | SAF |
| 5 | Maintenance of College Rules and Discipline | 5 | 2023-2024 | All students | NA | NA |
| 6 | Transport Allowances | 5 | 2023-2024 | Boys hostellers | 60000 | Boys hostel fund |
| 7 | PMSBY insurance | 5 | 2023-2024 | Willing students | 2000 | SAF |
| | | | | Sub total | 7412000 | |
| 16. ANTI-RAGGING CELL (AGC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | To organize Sensitization Programme on Anti-Ragging Regulations of UGC and Registration form fill-up | 5.1 | July-Aug 2023 | 1 &3 Semester Students | 500 | IQAC |
| 2 | To organized UGC Anti-Ragging on-line Registration Mela | 5.1 | July- Aug 2023 | 1 st Semester students | NA | NA |
| 3 | To organized awareness campaign on Sexual harassment and undertakings UGC Anti-Ragging policies with zero tolerance. | 5.1 | Feb/March 2024 | Final year students | 2000 | CDF |
| | | | | Sub total | 2500 | |

17. CAREER COUNSELLING & PLACEMENT CELL (CCPC)

| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
|---------------|--|------------------|--|-----------------------------------|---------------|-----------------------|
| 1 | Organize helpdesk for the fresher | 5 | 1 st to 31 st June, 2024 | All aspirants for admission | NA | NA |
| 2 | Students Development Programme - Good Setting and Skill Mapping Sessions with David LF, Owner C&C Coaching | 5 | 1 st week of April, 2024 | 4 th semester students | 5000 | Res. Mobilisation |
| 3 | Workshop on "how to start preparing for CUET 2024" with Dr. C. Lalnunluanga MZU, System Administrator | 5 | 2 nd week of February, 2024 | 6 th semester students | 5000 | Res. Mobilisation |
| 1 | Organize On Campus and Off Campus Placement | 5 | October 2023 and January - April, 2024 | All students | 15000 | Res. Mobilisation |
| 2 | Dissemination of vacant jobs | 5 | 2023-24 | All students | | |
| | | | | Sub total | 25000 | |

18. GOVERNMENT J. THANKIMA COLLEGE ALUMNI ASSOCIATION (GJTCAA)

| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
|---------------|---|------------------|-------------|---------------------|---------------|-----------------------|
| 1 | To strengthening the connectivity with the alumni in order to tap their resources and support via WhatsApp group. | 5 | 2023-2024 | Alumni students | NA | NA |
| 2 | To build strong database system of alumni for keeping a track of the students after they leave college | 5 | 2023-2024 | NA | 5000 | GJTCAA |
| 3 | To identified the areas where the alumni can make contribution and play more supportive role in the college. | 5 | 2023-2024 | Alumni students | NA | NA |
| 4 | To encourage the department to stay connected with their alumni through social media. | 5 | 2023-2024 | NA | NA | NA |

| | | | | | | |
|---|---|---|------------------------------|------------------|--------------|-------------------------------------|
| 5 | To organized Alumni Homecoming Day 2024 to make Alumni Association more vibrant | 5 | 26 th April, 2024 | NA | 10000 | GJTCAA:3000 Res. Mobilisation: 7000 |
| 6 | To take initiative for the registration in National Institute for Transforming India (NITI-AAYOG) | 5 | 2023-2024 | GJTCAA | NA | NA |
| 7 | To apply for 12A registration for the exemption of income tax | 5 | 2023-2024 | GJTCAA | NA | NA |
| | | | | Sub total | 15000 | |

| CRITERION 6 GOVERNANCE, LEADERSHIP AND MANAGEMENT | | | | | | |
|--|---|------------------|---------------------------|---------------------------------|---------------|-----------------------|
| 19. FINANCE AND MANAGEMENT COMMITTEE (FMC) | | | | | | |
| Sl. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Conduct of a regular half yearly Internal audit | 6 | December, 2023 June, 2024 | College Account | 4000 | CDF |
| 2 | External audit fee | 6 | | | 50000 | OC/OE |
| 3 | Organize five days professional development training/ course. | 6 | Feb, 2024 | Faculties and staffs | 2000 | IQAC |
| 4 | Organize five days students' leadership training | 6 | Sept, 2023 | SU and Club Leaders | 2000 | Res. Molilisation |
| 5 | Review of decentralization/ participation in the areas of administration | 6 | 2023-2024 | College and IQAC Cells | NA | NA |
| 6 | Encourage teachers and supporting staff to undergo faculty/ professional development programme. | 6 | 2023-2024 | Teaching and non-teaching staff | NA | NA |
| 7 | Evaluation of workload of Non-Teaching staff | 6 | 2023-2024 | Non-Teaching staff | NA | NA |
| Sub total | | | | | 58000 | |

| 20. EVENTS MANAGEMENT COMMITTEE (EMC) | | | | | | |
|---|---|------------------|-----------------------------|-------------------------|---------------|---|
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | To organise any College events as necessary | 6 | 2023-2024 | - | 100000 | To be decided by the Principal/ Committee |
| | | | | Sub total | 100000 | |
| 21. INTERNAL QUALITY ASSURANCE CELL (IQAC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Conduct registration mela for students' club and organization | 6 | 2023-2024 | All students | NA | NA |
| 2 | Conduct registration for add-on/value added course | 6 | 2023-2024 | Outgoing students | NA | NA |
| 3 | Collect feedback from various stakeholders - students, parent, teachers, alumni & employers | 6 | November, 2023 May, 2024 | Various stakeholders | 2000 | IQAC |
| 4 | Organize International/ national/ state level seminars/ workshop/ webinar etc. | 6 | 2023-2024 | Faculties & Staffs | 100000 | IQAC |
| 5 | Conduct half-yearly meeting with Students' Club and Cells/Committees under IQAC | 6 | Dec. 2023 June, 2024 | Leaders of Cells/ Clubs | 5000 | IQAC |
| 6 | Review of e-governance policy in the areas of administration, finance and accounts | 6 | 2023-2024 | NA | NA | NA |
| 7 | Review of Appraisal System and monitoring of faculty/support staff promotion | 6 | 2023-2024 | faculty/support staff | NA | NA |
| 8 | Review of various institution policy documents and manuals | 6 | 2023-2024 | NA | NA | NA |
| | | | | Sub total | 107000 | |

| CRITERION 7 INSTITUTIONAL VALUES AND BEST PRACTICE | | | | | | |
|---|--|------------------|--------------------------|--|---------------|-----------------------|
| 22. WOMEN COMMITTEE (WC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Organize 3 days' workshop/ training on self-defense practice and legal awareness | 7.1 | October, 2023 | I Semester Students | 5000 | Res. Mobilisation |
| 2 | Community outreach programme on gender equality and women rights | 3.3 | March, 2024 | MHIP, Bawngka wn | 600 | Res. Mobilisation |
| 3 | Observation of International/ national state important days of women | 7.1 | 2023-2024 | Outgoing students | 600 | Res. Mobilisation |
| 4 | Observation of sexual assault awareness month | 7.1 | April, 2024 | | 1500 | Res. Mobilisation |
| 5 | Community outreach programme on leadership and gender inclusiveness | 3.3 | November, 2023 | College Students & women in the centre | 5000 | Res. Mobilisation |
| Sub total | | | | | 12700 | |
| 23. INTERNAL COMPLAINT COMMITTEE (ICC) | | | | | | |
| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Regular and timely sitting of meetings for the prevention and Redressal of complaints of sexual harassment | 7 | July, 2023 June, 2024 | Committee Members | NA | NA |
| 2 | Improve the way in which risk and safety issues are communicated to women and sharing ways in which others have taken action to report harm and reduce risks | 7 | July, 2023 June, 2024 | All female workers and female students | NA | NA |
| 3 | Display (posters) at any conspicuous place in the workplace, Contacts of Committee Members and Nature of Sexual Harassment & the penal consequences | 7 | July, 2023 June, 2024 | All students | 1500 | OC/OE |
| 4 | Organize workshops and awareness programmes at regular intervals for sensitizing the employees with the provisions of the Act | 7 | Oct, 2023 Feb, 2024 | Women Employees & interested students | 1500 | OC/OE |

| | | | | | | |
|------------------|--|---|----------------|----------------------|-------------|-------|
| 5 | Monitor the timely submission of reports/Prepare and Submit Report to the District Officer | 7 | Nov, 2023 | NA | NA | NA |
| 6 | Formulate orientation and training programmes for the members of Committee (Invite Resource Person from outside) | 7 | Oct- Nov, 2023 | Members of Committee | 4500 | OC/OE |
| Sub total | | | | | 7500 | |

24. GREEN AND BEAUTIFICATION COMMITTEE (GBC)

| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
|------------------|---------------------------------|-----------|--------------|------------------|---------------|-------------------|
| 1 | To plant more fruits and plants | 7 | 26. 09. 2023 | College Campuses | 20000 | Res. Mobilisation |
| 2 | Maintenance of Campus | 7 | 13. 02. 2024 | College Campuses | 60000 | CDF |
| 3 | Miscellaneous | 7 | 19. 04. 2024 | College Campuses | 20000 | Res. Mobilisation |
| Sub total | | | | | 100000 | |

25. EQUAL OPPORTUNITY CELL (EOC)

| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
|------------------|---|-----------|-----------|---------------------|-------------|----------------|
| 1 | Identification of person with disabilities | 7 | 2023-2024 | PwDs | 500 | OC/OE |
| 2 | Observation of important days of person with disabilities (PWD) | 7 | 2023-2024 | | 2000 | OC/OE |
| 3 | Identification of ST/SC/OBC | 7 | 2023-2024 | ST/SC/OBC | 500 | OC/OE |
| 4 | General awareness on rights and welfare of minorities | 7 | 2023-2024 | I Semester Students | 3000 | OC/OE |
| 5 | Maintenance of free access building for PwDs | 7 | 2023-2024 | PwDs | - | - |
| Sub total | | | | | 6000 | |

26. CODE OF CONDUCT COMMITTEE (CMC):

| SI. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
|------------------|---|-----------|-----------|--------------|----------|----------------|
| 1 | Monitoring of College Code of Conduct | 4 | 2023-2024 | All students | - | - |
| 2 | Conduct of awareness on College Code of Conduct | 4 | 2023-2024 | All students | - | - |
| Sub total | | | | | - | - |

| 27. INSTITUTIONAL VALUES AND BEST PRACTICE COMMITTEE (IBPC) | | | | | | |
|--|--|------------------|-------------|-----------------------------------|---------------|-----------------------|
| Sl. No | Particulars of Action Plan | Criterion | Time | Target group | Budget | Source of fund |
| 1 | Identification of Best Practice and SWOC analysis by Department & Cell/Committee | 7 | May, 2024 | All Cells/ Committee & Department | NA | NA |
| 2 | To organized a one-day workshop on Best Practice and SWOC Analysis | 7 | 2023-2024 | Cells/Committee leaders and HoD | 3000 | Res. Mobilisation |
| 3 | To conduct Personality Development Course | 7 | 2023-2024 | Outgoing students | NA | NA |
| Sub total | | | | | 3000 | |

DETAILS OF ANNUAL PLAN AND BUDGET ESTIMATE FOR ACADEMIC DEPARTMENTS UNDER IQAC DURING 2023-24

1. DEPARTMENT OF MIZO

| Sl. No | Particulars of Action Plan | Criterion | Time | Target Group | Budget (in Rs.) | Source of income |
|------------------|---|------------------|--------------|------------------------|------------------------|-------------------------|
| 1 | Conduct Course Orientation | 2 | 03. 07. 2023 | V SEM, Mizo Department | 500 | OE/OC |
| 2 | Conduct Seminar/ Workshop/ Invited Lecture | 3 | 27. 07. 2023 | V SEM, Mizo Department | 2500 | OE/OC |
| 3 | Organize Meet the Author/ Playwright/ Poet | 3 | 22. 09. 2023 | V SEM, Mizo Department | 3000 | OE/OC |
| 4 | Organize Parent-Teacher Meet | 1 | 2023-2024 | V SEM, Mizo Department | 2000 | OE/OC |
| 5 | Faculty Exchange Programme with Govt Aizawl North College | 3 | 2023-2024 | V SEM, Mizo Department | 2000 | OE/OC |
| Sub total | | | | | 10000 | |

2. DEPARTMENT OF ENGLISH

| Sl. No | Particulars of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|---------------|---|------------------|-----------------------------|------------------------------|---------------|-------------------------|
| 1 | Life skills workshop | 5 | Sept. 2023 | Core students & III Semester | 500 | Department of English |
| 2 | Visit to state museum and state library | 1 | 27 th Sept. 2027 | Core students | 3500 | OE/OC |

| | | | | | | |
|---|---|---|--|--------------------------|--------------|-----------------------|
| 3 | Teacher/Students exchange programme with other college | 3 | Feb. 2024 | Core students | 3500 | OE/OC |
| 4 | Meet the author programme Lalhruaitluanga Chawngte, two-time winner of MAL, Book of the Year | 5 | Sept. 2023 | Core students | 3000 | OE/OC |
| 5 | To prepare question bank of internal question for all semester | 1 | 9 th to 13 th Oct. 2023 | All Core students | NA | NA |
| 6 | Organize Parent-Teacher Meet | 1 | Nov, 2023 | Parents of Core students | 2000 | Department of English |
| | | | | Sub total | 12500 | |

3. DEPARTMENT OF ECONOMICS

| Sl. no | Particulars of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|--------|-------------------------------------|-----------|-----------|--------------------------|--------|-------------------------|
| 1. | Field Trip (Khanpui Village) | 5 | 2023-2024 | Economics Core Students | 30000 | Donation |
| 2. | Teachers Exchange Program | 3 | 2023-2024 | Teacher & Students | 2500 | Dept. of Economics |
| 3 | College Level Seminar in each paper | 3 | 2023-2024 | Economics Core Students | 1500 | Dept. of Economics |
| 4 | State seminar | 3 | 2023-2024 | Teachers and students | 10000 | OE/OC |
| 5 | Organize Parent-Teacher Meet | 1 | Nov, 2023 | Parents of Core students | 2000 | Department of Economics |
| | | | | Sub total | 46,000 | |

4. DEPARTMENT OF EDUCATION

| Sl. no | Particulars of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|--------|---|-----------|----------------------------|------------------------------|--------|--------------------|
| 1. | Course Orientation | 2.2 | Jan. 2023 Jul. 2024 | All students | NA | NA |
| 2. | Syllabus related field study | 1.3 | Feb. to Apr. 2024 | Core students | 8000 | OE/OC |
| 3. | Observance of National Education Day | 3.3 | 11 th Nov. 2023 | Core students | NA | Dept. of Education |
| 4. | Students & Faculty exchange programme with GHBC | 3.3 | Sept. 2023 to Apr. 2024 | 1 st Sem Students | 2000 | OE/OC |
| 5. | Organize career/opportunity/ | 5.1 | Oct. to Nov. 2023 | Core students | 3000 | Dept. of Education |

| | | | | | | |
|---|------------------------------|---|-----------|--------------------------|-------|-------------------------|
| | counseling programme | | | | | |
| 6 | Organize Parent-Teacher Meet | 1 | Nov, 2023 | Parents of Core students | 2000 | Department of Education |
| | | | | Sub total | 15000 | |

5. DEPARTMENT OF POL. SCIENCE

| Sl. No | Particulars of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|--------|--|-----------|-----------------------------|--|--------|-----------------------|
| 1. | Observance of 76 th Anniversary of India Independence Day | 7 | 14 th Aug. 2023 | 5 th semester students | - | |
| 2. | Observance of International Day of Democracy | 7 | 15 th Sept. 2023 | 5 th semester students | 500 | OE/OC |
| 3. | Parents-Teachers meet | | Not yet decided | 5 th semester students' parents | 2000 | Dept. of Pol. Science |
| 4. | Gandhi's Birthday | 7 | 2 nd Oct. 2023 | 5 th Semester | 500 | OE/OC |
| 5. | Faculty Exchange program | 3 | November 2023 | 1 st semester | 500 | OE/OC |
| 6. | Visit of AMC | 1 | Oct. 2023 | 1 st semester | 3000 | OE/OC |
| 7. | National Voters Day | 7 | 24 th Jan. 2024 | 2 nd semester room | 500 | OE/OC |
| 8. | Republic Day | 7 | 26 th Jan. 2024 | 3 rd Semester students | NA | |
| 9. | Mizoram State Day with invitees | 7 | 20 th Feb. 2024 | 5 th semester | 5000 | OE/OC |
| | | | | Sub total | 12000 | |

6. DEPARTMENT OF MANAGEMENT

| Sl. No | Particulars of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|--------|--|-----------|-----------------------------|-----------------------------------|--------|------------------|
| 1 | Renewal MoU with Mizoram Christian College Department of Management. | 3 | 30 th Aug. 2023 | All the faculty members | NA | NA |
| 2 | Interactive session with Corporate Managers/Local Entrepreneurs | 3 | 3 rd Oct. 2023 | All BBA students | 2000 | OE/OC |
| 3 | Industrial/Exposure Visit | 1 | 29 th Sept. 2023 | All BBA students | 4000 | OE/OC |
| 4 | Organize Study Tour | 1 | Feb. 2024 | 6 th Semester Students | - | - |
| 5 | Organize Parent-Teacher Meet | 1 | 2023-2024 | All BBA parents | 2000 | OE/OC |
| 6 | Organize Seminar/Webinar on Entrepreneurship | 3 | Nov. 2023 | All BBA students | 2000 | OE/OC |

| | | | | | | |
|--|--|--|--|------------------|-------|--|
| | | | | Sub total | 10000 | |
|--|--|--|--|------------------|-------|--|

7. DEPARTMENT OF GEOGRAPHY

| Sl. No | Particular of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|--------|---|-----------|------------------------|--------------------------------|--------|------------------|
| 1. | Signing of MoU with Department of Geography, GCC and GANC | 3 | Aug. 2023 to Jul. 2024 | Students & Teachers | - | - |
| 2. | Student-Faculty exchange Programme | 3 | 2023-2024 | Teachers & Students | 1000 | OE/OC |
| 3 | Field Trip-Purpose: Elevation measurement. | 5 | Sept. 2023 | Geography core students | 2000 | OE/OC |
| 4 | Organize Parents-Teachers Meet | 4 | 2023-2024 | Teachers & Parents | 2000 | OE/OC |
| 5 | Organize GIS & Remote Sensing Workshop | 3 | 2023-2024 | Students and Research Scholars | 5000 | OE/OC |
| | | | | Sub total | 10000 | |

8. DEPARTMENT OF HISTORY

| Sl. No | Particulars of Action Plan | Criterion | Time | Target Group | Budget | Source of income |
|--------|--|-----------|-------------------------|------------------------------------|--------|-----------------------------|
| 1 | Organize Course Orientation Programme & Academic Counselling | 1 | July. 2023 Jan. 2024 | I, II, III, IV, V, VI Sem Students | NA | NA |
| 2 | Organize Parent-Teacher Meet 2023 to discuss the academic performance of students | 1 | Feb. 2024 | VI Sem Core Parent | 2000 | Dept. of Hist |
| 3 | Organize National Seminar or workshop to promote research culture | 3 | Feb, 2024 | Faculties & Core/ Major Students | 10000 | OE/OC |
| 4 | Signing MoUs in collaboration with Industry/Corporate house to seek students' internship & placement | 3 & 5 | 2023-2024 | Final Year History Core Students | NA | NA |
| 5 | Organize five days' workshop on value added activity, career counseling & soft skills development | 5 | April, 2024 | Outgoing Core Students | 5000 | Dept.of Hist |
| 6 | Observance of national important days of cultural and religious harmony | 7 | 2023-2024 | History Club Members | 2000 | History Club & Dept.of Hist |
| 7 | Observance of international/ national/ state environmental important days | 7 | 2023-2024 | Eco Club members | 2000 | Eco Club & Dept.of Hist |
| | | | | Sub total | 21000 | |