ANNUAL QUALITY ASSURANCE REPORT
2015 - 2016

GOVERNMENT J. THANKIMA COLLEGE

BAWNGKAWN, AIZAWL, MIZORAM

Motto : *'Soar High'*

Submitted to

NATIONAL ASSESSMENT
AND
ACCREDITATION COUNCIL

BANGALORE - 560 072

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

AQAR for the year *(for example 2013-14)* | AQAR 2015 - 2016

1. Details of the Institution

1.1	Name of the Institution	Government J.Thankima College
1.2	Address Line 1	Central Campus, Brigade Area
	Address Line 2	Bawngkawn
	City/Town	Aizawl
	State	Mizoram
	Pin Code	796014
	Institution e-mail address	www.jtc.edu.in
	Contact Nos.	0389-2342947
	Name of the Head of the Institution:	Dr. C. Lalremruata
	Tel. No. with STD Code:	0389-2342947
	Mobile:	09436366369
	Name of the IQAC Co-ordinator:	Lalngaihawma
	Mobile:	9612156740
	IQAC e-mail address:	iqac@jtc.edu.in

1.3   **NAAC Track ID** *(For ex. MHCOGN 18879)*

           OR

MZCOGN13193

1.4   **NAAC Executive Committee No. & Date:**
        (For Example EC/32/A&A/143 dated 3-5-2004.
        This EC no. is available in the right corner- bottom
        of your institution's Accreditation Certificate)

1.5   Website address:

www.jtc.edu.in

       Web-link of the AQAR:

1.6   Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	-	2007	2012
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7   Date of Establishment of IQAC :   DD/MM/YYYY | 25.06.2007 |

1.8   Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and
        Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

    i.   AQAR : 2011 – 2012, submitted to NAAC on December 14, 2015 (DD/MM/YYYY)
    ii. AQAR : 2012 – 2013, submitted to NAAC on December 14, 2015 (DD/MM/YYYY)
   iii. AQAR : 2013 – 2014, submitted to NAAC on December 14, 2015 (DD/MM/YYYY)
   iv. AQAR : 2014 – 2015, submitted to NAAC on December 14, 2015 (DD/MM/YYYY)

1.9   Institutional Status

    University   State ☐   Central ☐   Deemed ☐   Private ☐

    Affiliated College   Yes ☑   No ☐

    Constituent College   Yes ☐   No ☐

    Autonomous college of UGC   Yes ☐   No ☐

    Regulatory Agency approved Institution   Yes ☐   No ☐
    (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ✓   Men ☐   Women ☐

Urban ☐ Rural ☐ Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ✓ UGC 12B ✓

Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ✓   Science ☐ Commerce ☐ Law ☐ PEI (PhysEdu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others   (Specify) | . |

1.11 Name of the Affiliating University *(for the Colleges):* | Mizoram University |

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University | - |

University with Potential for Excellence | - | UGC-CPE | - |

DST Star Scheme | - | UGC-CE | - |

UGC-Special Assistance Programme | - | DST-FIST | - |

UGC-Innovative PG programmes | - | Any other *(Specify)* | - |

UGC-COP Programmes | ✓ |

2. IQAC Composition and Activities

2.1	No. of Teachers	8
2.2	No. of Administrative/Technical staff	2
2.3	No. of students	2
2.4	No. of Management representatives	2

| 2.5 | No. of Alumni | - |

| 2. 6 | No. of any other stakeholder and community representatives | 2 |

| 2.7 | No. of Employers/ Industrialists | - |

| 2.8 | No. of other External Experts | - |

| 2.9 | Total No. of members | 16 |

| 2.10 | No. of IQAC meetings held | 2 |

2.11   No. of meetings with various stakeholders: No. [4] Faculty

[2] Non-Teaching Staff   [6] Students   [1] Alumni   [1] Others

2.12   Has IQAC received any funding from UGC during the year?   Yes [ ]   No [✓]

If yes, mention the amount   [-]

2.13 Seminars and Conferences *(only quality related).*

(i)   No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [-]

International [-]   National [-]   State [1]

Institution Level [-]

(ii) Themes   One Day Seminar on 'Dimensions of Mizoram:The Past, Present and Future

2.14   Significant Activities and contributions made by IQAC

The IQAC formulates plans for various academic and non- academic activities.

IQAC has been involved in helping the Principal & other committees, cells by giving suggestions & measures in order to have consistency in maintaining the quality of education.

The IQAC has taken initiatives to invite NAAC for the 2nd Cycle Assessment and Accreditation, and hence, all committees and cells were instructed to make preparation for the same by checking documents and maintaining records of the various activities undertaken.

Further, to affect the same, the IQAC has resolved to submit the LOI and compile the Self Study Report.

2.15   Plan of Action by IQAC/Outcome.

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1) See annexure – I 2) Academic calendar : Annexure – II 3) Submission of AQAR:2015-16 4) Preparation of SSR 2nd Cycle of A&A (NAAC)	1) Academic calendar was prepared. 2) LOI was submitted. 3) SSR was submitted. 4) Visit of Peer Team was postponed by NAAC as the proposed date for PTV was inconvenient.

Attach the Academic Calendar of the year as Annexure.

2.15   Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management [-]   Syndicate [-]   Any other body [-]

Provide the details of the action taken

Nil

Part – B

Criterion – I
1.   Curricular Aspects

1.1   Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	1	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	1	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
Since, the University to which the Institution is affiliated to, has adopted CBCS, the Institution therefore follows the same.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	-
Annual	-

1.3 Feedback from stakeholders*

Alumni [-]   Parents [-]   Employers [-]   Students [✓]
(On all aspects)

Mode of feedback : Online [-] Manual [✓] Co-operating schools (for PEI) [-]

*Please provide an analysis of the feedback in the Annexure

Annexure – III : Feedback

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Nil

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
25	10	15	-	-

2.2 No. of permanent faculty with Ph.D. [2]

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2	-	2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	18	22
Presented papers	1	10	15
Resource Persons	-	7	16

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Use of ICT in teaching-learning process.
2. Educational trips / study tours were arranged department's wise to provide direct exposure as well as field based learning.
3. Classroom seminars were conducted.

2.7 Total No. of actual teaching days during this academic year:

184

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Conducted Internal Examinations as per University rules.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop:

3	-	-

2.10 Average percentage of attendance of students:

77%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG (Arts)	175	-	16.57	30.86	17.14	64.57

2.12   How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC monitors the entire academic program, evaluate and assist all the different programmes of the College from time to time through the committees and cells. At the beginning of the academic session the IQAC notify all committees, cells and departments to make the annual action plan along with the required budget for implementing the plans. The IQAC then prepares the annual plan of the College and budget for the same were allocated. Hence, through various committees, cells, and departments the IQAC affects the teaching-learning process of the College.

The portion of syllabus covered, lesson plan, teaching diary and the notes prepared by the faculty are often cross checked through departmental committee meetings and by the College Academic, Teaching-Learning Monitoring Committee. College academic calendar, teaching methods to be adopted and followed, time and processes of examination and evaluation were devised, implemented and monitored through the concerned body by the IQAC.

2.13   Initiatives undertaken towards faculty development.

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	3
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others *(Short Term Training)*	12

2.14   Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	-	-	-
Technical Staff	-	-	-	-

Criterion – III
3.   Research, Consultancy and Extension

3.1   Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> The IQAC constitute a Research and Consultancy Committee and the Committee is entrusted to perform the function of sensitizing and promoting research climate in the institution. The Research and Consultancy Committee has not only informed the faculty member to pursue the suggestions made by the NAAC Peer Team (2007) towards research but has also motivated the faculty members to promote research and a spirit of scientific inquiry in their teaching to the students, so as to develop and inculcate a spirit of research among the students.
>
> The Research and Consultancy Committee have pursued their goal of involving more teachers in research by instituting a provision to award cash incentives to the faculty members pursuing M.Phil. and Ph.D. programmes under any recognised Institution and to those being awarded M.Phil. and Ph.D. degrees under any recognised Institution.
>
> The Library Management Committee has opened the library facilities to be freely available to any research scholar whether the scholar is a faculty member or not. Further, the Principal has granted permission for two (2) teachers from any department to pursue research and to avail study leave for the same
>
> Through assignments involving certain research work on relevant topics within and outside the syllabi, the students are assigned works by the various departments.

3.2   Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications:

	International	National	Others
Peer Review Journals	-	14	-
Non-Peer Review Journals	-	-	-
e-Journals	-	8	-
Conference proceedings	-	-	-

3.5   Details on Impact factor of publications:

Range | 1-2.5 | Average | 1.5 | h-index | - | Nos. in SCOPUS | - |

3.6   Research funds sanctioned and received from various funding agencies, industry and other organisations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7   No. of books published: i) With ISBN No. | 6 | Chapters in Edited Books | 2 |

        ii) Without ISBN No. | |

3.8   No. of University Departments receiving funds from:

UGC-SAP | - | CAS | - | DST-FIST | - |

DPE | - | DBT Scheme/funds | - |

3.9   For colleges: Autonomy | - | CPE | - | DBT Star Scheme | - |

        INSPIRE | - | CE | - | Any Other (specify) | - |

3.10   Revenue generated through consultancy: | Nil |

3.11   No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	-	-	1	-	-
Sponsoring agencies	-	-	RUSA & MCTA	-	-

3.12   No. of faculty served as experts, chairpersons or resource persons: 4

3.13   No. of collaborations: International -   National -   Any other -

3.14   No. of linkages created during this year: -

3.15   Total budget for research for current year in lakhs :

From Funding agency -   From Management of University/College -

Total -

3.16   No. of patents received this year:

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17   No. of research awards/ recognitions received by faculty and research fellows of the institute in the year:

Total	International	National	State	University	District	College
-	-	-	-	-	-	-

3.18   No. of faculty from the Institution

who are Ph. D. Guides -

and students registered under them -

3.19   No. of Ph.D. awarded by faculty from the Institution -

3.20   No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):

JRF -   SRF -   Project Fellows -   Any other -

3.21   No. of students Participated in NSS events:

University level 25   State level 350

National level -   International level -

3.22   No. of students participated in NCC events:

University level   [-]   State level   [-]

National level   [-]   International level [-]

3.23   No. of Awards won in NSS:

University level   [-]   State level   [-]

National level   [-]   International level [-]

3.24   No. of Awards won in NCC:

University level   [-]   State level   [-]

National level   [-]   International level [-]

3.25   No. of Extension activities organized

University forum [-]   College forum [4]

NCC   [-]   NSS   [10]   Any other [1]

3.26   Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

Date   *Activities*

2.3.2015:   Two NSS Programme Officers attended NSS POs Meeting at Govt. Hrangbana College to preview Swatch Bharat Day Celebration-2015.

31.4.2015:   World No Tobacco Day-2015 was observed in the College Campus by all four NSS Units. A total of 358 volunteers participated in the programme.

15.4.2015:   Four POs and 40 volunteers conducted surveyed of adopted village Sihphir – II and also hold meeting with members of Village Council as per the specifications envisaged in the special camping programme.

16.4.2015:   Two Days Orientation Programme for Special Camping was organized in College campus.

20.4.2015:   Special Camping was organized at Sihphir – II where public urinal was constructed by NSS volunteers and volunteers from the local community. Two Pos and 57 volunteers participated in the Special Camping.

21.6.2015:   As per the direction received from the NSS Programme Coordinator, the International Yoga Day was observed in the College campus during 09:30 AM – 12:30 PM.

26.6.2015:   In observance of 'Green Mizoram Day-2016', NSS POs and volunteers visited the College plantation site at Thiak village. A total of 150 tree saplings were planted on the roadside with proper protection using bamboos.

20.10.2015:   An Awareness campaign on Blood Donation was conducted at the College Campus by the four NSS Units.

21.5.2015:   In collaboration, the NSS and the Red Ribbon Club of our College, organised a Blood Donation Camp in the College campus. A total of 57 units (Male – 41; Female – 16) was donated to Aizawl Civil Hospital.

10.12.2015:   In observance of 'World Human Rights Day', the NSS POs and 39 volunteers visited Women's Home at Durtlang and conducted cleanliness work.

18.1.2016:   A cleanliness drive was organized in the Collge Campus, where one of the POs Dr. JV Nunchunga delivered a lecture entitiled 'Importance of Health and Benefits of Cleanliness'.

29.1.2016:   A cleanliness work at Bawngkawn locality was jointly organized by NSS volunteers and Young Mizo Association volunteers from Bawngkawn locality.

10.2.2016:   Two POs, Mrs. Vanlalruati and Mrs. Janet Sangkungi Pachuau attended NSS PO Meeting held at Information & Public Relations Department's Conference Hall.

10.3.2016:   NSS POs and volunteers visited plantation site at Thiak village, to prevent wild fire and observing 'Fire Prevention Week – 2016'. A fire clearing path was made in areas to prevent any event of wild fire spreading into the plantation.

21.3.2018:   A Special 8 Days Camping in the MLA Village (Champhai 'N' MLA Constituency) at Ruantlang was held for constructing public urinal and conducting campaign on cleanliness, sanitation and health. The community members actively participated in the Camping.

23.5.2016:   Mrs. Janet Sangkungi Pachuau NSS PO attended NSS PO Meeting

3.6.2016:   To observe the Green Mizoram Day – 2016, POs and volunteers visited Plantation site at Thiak village and planted 112 tree saplings.

Criterion – IV
4. Infrastructure and Learning Resources

4.1   Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3461.62 Sq. Mt	1652.79 Sq, Mt.	-	5114.38 Sq. Mt
Class rooms	16	1	UGC	17
Laboratories	-	-	-	-
Seminar Halls	-	-	-	-
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	13	3	UGC	16
Value of the equipment purchased during the year (Rs. in Lakhs)	11.6	1.2	UGC & RUSA	12.83
Others	1	1	UGC	2

4.2   Computerization of administration and library:

Computer facilities are used for keeping records, data and printing.

Open Access Catalogue (OPAC) system was introduced in the library.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5180	1272350	126	30180	5306	1302530
Reference Books	206	82722	12	218	3000	85722
e-Books	-	-	-	-	-	-
Journals	7	15700	2	6000	9	21700
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4   Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	23	-	3	-	8	5	4	2
Added	3	-	-	-	-	-	-	4
Total	26	-	3	-	8	5	-	6

4.5   Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> The College has a computer centre with internet connections which is utilised by the students to access study materials as well as e-resources.

4.6   Amount spent on maintenance in lakhs :

  i) ICT

.4

  ii) Campus Infrastructure and facilities

1.8

  iii) Equipments

.27

  iv) Others

.95

  Total :

3.42

Criterion – V
5.   Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

> The IQAC has constituted a Students Welfare and Discipline Committee with a responsibility of looking after the welfare of the students. Through this Committee and through IQAC meetings and in the Staff Committee meetings the IQAC make valuable contribution in enhancing awareness regarding the importance on Student Support Services
>
> Through Anti Ragging and Grievance Redressal Committee, Career and Counselling Cell and Women Committee, various supports are given to students.
>
> The Women Committee organised seminars and talks on various topics concerning gender equity, harassment of women at work place, thereby addressing issues of gender disparity.
>
> The Career and Counselling Cell provide appropriate assistance at the time of admission by conducting Help Desk to assist the students in the admission process as well as to opt for the subjects best suited for them. Career Talks and counselling services to address the academic and psychological needs of the students are conducted by the Career and Counselling Cell.

> The Admission and Examination Committee also provide assistance in giving detailed information of the process of examination and position of students in internal and external assessment.

5.2   Efforts made by the institution for tracking the progression:

> The Institution has an Alumni Association. All students who have passed out from the College are expected to be a member of the Association. And one important function of the Alumni is to keep records of the progression of students after college. However, such data are not properly maintained as the Alumni Association is not usually informed of the various career pursuit by the students after leaving College.

5.3   (a) Total Number of students:

UG	PG	Ph. D.	Others
769	-	-	-

(b) No. of students outside the state   -

(c) No. of international students   -

	No	%			No	%
Men	-	-	Women		-	-

Last Year   **This Year**

General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
-	19	787	-	-	806	3	6	758	2	-	769

Demand ratio: 1:1.2   Dropout % : NA

5.4   Details of student support mechanism for coaching for competitive examinations (If any)

> With the grants received from UGC under XIth Plan Period, the College conduct Coaching Class for Entry into Services for SC/ST/OBC and minorities excluding Creamy Layer from June – December. The Coaching was focussed on Combined Mizoram Public Service Commission Examination.
>
> However, due to paucity of funds, the coaching class was discontinued and shall be resumed as and when sufficient fund can be allotted for the same.

No. of student beneficiaries: -

5.5   No. of students qualified in these examinations:

NET | - | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6   Details of student counselling and career guidance:

> The IQAC has constituted a Career Guidance and Counselling Cell. On the initiative of the Cell appropriate services are availed by the students.
>
> 1.   On the first day of the commencement of the College, all teachers are requested to deliver orientation lecture of their paper taught and as well as on career guidance so as to encourage the students to choose the subject most suited for them. The career options and the means through which the aims and goals of the students are to be achieved are clearly informed.
>
> 2.   As and when decided by the Cell, a career talk is organised in the College in which successful personalities and academicians are invited to deliver lecture.

> 4.   Counselling services are available and arranged by the Cell to address any matter concerning the needs and difficulties faced by the students. And, experts in the field were invited to provide counselling to the students.
>
> 5.   The College has an appointed Counsellor Mrs. Zairemtluangi, Assistant Professor of Education Department. Apart from providing counselling services to the students, the Counsellor makes arrangements and prepares the schedule for conducting counselling services.

No. of students benefitted: | 256 |

5.7   Details of campus placement:

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8   Details of gender sensitization programmes:

> 1. Gender sensitization programmes in the form of talks and lectures were conducted by the Women Cell and Equal Opportunity Cell.
> 2. All functional committees that deal directly with students are requested by the IQAC to contribute towards gender sensitisation.

5.9   Students Activities.

5.9.1   No. of students participated in Sports, Games and other events:

State/ University level [104]   National level [-]   International level [-]

No. of students participated in cultural events:

State/ University level [45]   National level [-]   International level [-]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [1]   National level [-]   International level [-]

Cultural: State/ University level [ ]   National level [-]   International level [-]

5.10   Scholarships and Financial Support :

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	-	₹ -
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [-]   National level [-]   International level [-]

Exhibition: State/ University level [-]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students   [-]

5.13   Major grievances of students (if any) redressed: Nil

Criterion – VI
6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution:

> The vision of the College is reflected in the College motto 'Soar High,' where each learner, nurtured with values, dignity, integrity and courage clothed with determination strives to achieve excellence and attain the highest possible limit in his endeavour for the good of his individuality and the society. The curriculum of the degree course should be administered meticulously to enlighten the social, political, economic and cultural issues faced by the society along with the possible solution derived through scientific outlook to facilitate good and responsible citizenry. Learners must be made sensitive to global issues with practical approach. Therefore, the College strives for fostering global competencies among students, inculcating a spirit of healthy competition, hard work and determination in the quest for excellence.
>
> The students should exhibit a good moral discipline and conduct complemented with adequate life skills to face the challenges of life with leadership qualities. Leadership qualities with free and independent thinking strengthened with moral dignity should form the foundation of every individual personality which is to be attained through association in various activities of the College.
>
> Education, in general, must be the centre of transformation, preservation, and redefinition of traditional and contemporary values. And higher education plays the most significant role in the process of proliferating a cultured man and women. As such, the College envisioned an education system that nurture good citizenry with leadership qualities exhibiting a good moral discipline, in the quest for excellence and accomplishment.
>
> Through education, the College has a mission to train the youth to contribute to wealth generation and to overcome physical, mental, social, economic, national and international impediment. The students of the College should become a valuable resources for the enhancement and sustenance of development for the nation and the state of Mizoram. Through the principle of 'First Come, First Serve,' in admission procedure the College aim to realize its mission of educating the youth of the rural areas, students with limited means and slow learners to acquire global competencies and necessary skills. In fine, the College foundation rest on the maxim that the means of work are as important as the end. '*If the means are ethical, the end is bound to be productive*' - Vivekananda.

6.2   Does the Institution has a management Information System:

> The principal as Head of the Institution plans, implements and monitors all the activities with various committees for co-curricular and extra-curricular activities, and departments for academic activities along with the IQAC and the Planning Board.
>
> The Principal conveys adequate information to the top management i.e. the Higher and Technical Education Department of the Government of Mizoram through correspondence and during visits of officials to the College. Delegated works and other information sought by the governing Department are conveyed meticulously by the Principal.

The achievements in various fields are communicated through the annual College magazine. Students and other stakeholders like parents, alumni, University, etc., can review the activities of the Institution through the website and committees.

The prospectus highlights various information regarding the College, its administration, activities, as well as the rules and regulation followed.

6.3   Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development.

The Institution is affiliated to Mizoram University and the curriculum is designed and developed by the members of the Board of Study under the University. Hence, the Institution adheres to the curriculum adopted and formulated by Mizoram University.

6.3.2   Teaching and Learning.

Through various committees and cells, the IQAC monitors the entire academic program, evaluate and assist all the different programmes of the College from time to time.

The work of the College Academic and Monitoring Committee includes formulation of internal annual academic calendar such as the number of working days, monthly events, and daily classes routine for each Department, etc. Distribution of classes within each Department has been entrusted to the concern Heads of Department.

Lesson plan and teaching diary register prepared by the College Academic and Monitoring Committee was maintained by each teacher and the daily classroom transaction was monitored by the Principal. The portion of syllabus covered, lesson plan and the notes prepared by the staff are often cross checked through department committee meetings.

Admission and Examination Committee has been entrusted to formulate the College plan for internal evaluation schedules as required from time to time.

Students are evaluated by conducting class test, monthly test and examination schedule is given well in advance to the students.

6.3.3   Examination and Evaluation.

The College sincerely adheres to the provision of Mizoram University in conducting examinations. The Admission and Examination Committee takes up all matters concerning examination by issuing admission cards to students, issuing notice for the time and duration of external and external examinations. Students were given notice regarding examinations, and evaluation marks were displayed in the notice boards while giving ample time for petition, if any.

Records of the examinations are properly maintained

6.3.4   Research and Development.

> The Research and Consultancy Committee has not only informed the faculty member to pursue the suggestions made by the NAAC Peer Team (2007) towards research but has also motivated the faculty members to promote research and a spirit of scientific inquiry in their teaching to the students, so as to develop and inculcate a spirit of research among the students.
>
> Through assignments involving certain research work on relevant topics within and outside the syllabi, the students are compulsorily assigned works by the various departments.
>
> The objectives of the research committee:
> - To circulate various pamphlet and invitation of regional/state /national/ international seminars, workshops, conferences and to encourage the teachers to attend them.

> - To motivate the teachers to publish articles in state /national/ international Research Journals.
> - To motivate the teachers for submitting proposals for major and minor research projects.
> - To motivate the teaching staff for submitting proposals for various fellowships for the research funded by the UGC and other state /national research funding agencies. Some recommendations of the Research and Consultancy Committee :
> - Faculty members are motivated to do research for career advancement and knowledge.
> - Funds available for research and areas of research are informed to the faculty members.
> - To encourage the faculty members to do research and involve themselves in writing seminar paper, and publication of books.
> - Remission of workload of teachers to engaged themselves in research and attend seminars, workshops, training courses, etc.

6.3.5   Library, ICT and physical infrastructure / instrumentation.

> - The faculty can use the computers for their academic work.
> - The Library has been strengthened by procuring more books.
> - Question paper of previous University examinations in different subjects, as well as any other information regarding the curriculum is made available in the library.
> - The faculty can use the computers for teaching-learning purpose as well as for research work.
> - Faculty members are requested to use PowerPoint presentation in teaching.
> - Computer technician was employed.

6.3.6   Human Resource Management.

Educational institutions are human resource development (HRD) institutions. And the teaching and administrative staffs are the human resource of the Institution. Since, the success of an educational institution depends on the fruitful management of the human resources, the College makes every effort to recognize the potential of the faculty and create a congenial environment for their professional as well as career development.

The IQAC guide the teachers for preparing their career development plan for the academic year based on the requirements of Academic Performance Indicator (API), introduced by the UGC.

The Research and Consultancy Committee provides notices of seminars, workshops and conferences as and when an invitation is received .

Teachers are also encouraged to publish articles and their research papers in reputed journals and magazines.

The College has always encourages and support the involvement of the staff in improving the effectiveness and efficiency of the institutional processes. Through democratic internal organizational structure, the College has achieved participative management.

Various committees were formed by the Principal and membership were distributed amongst the faculty members considering the inclination and expertise in a particular task. Hence, apart from conducting classroom teaching, the faculty members are involved in the day to day administration, administering committees and cells, thereby enhancing leadership skills, experiences and knowledge.

6.3.7   Faculty and Staff recruitment.

The recruitment of the teaching faculty is done as per the rules and regulations of the UGC, Mizoram University and the State Government of Mizoram. The applications from qualified candidates are invited by giving advertisement in leading newspapers. The selection committee constituted by the Government of Mizoram with experts from Mizoram University or from other government funded college nominated by the Government of Mizoram selects the qualified candidates through interview.

The College does not have the prerogative of recruitment and retention of any staff as mentioned above, however, the Principal of the concerned college is usually nominated as a member of the selection committee by the state government in the process of recruitment.

6.3.8   Industry Interaction / Collaboration.

> The College is an undergraduate Arts college and the papers offered do not obligate the College to develop industry interaction or collaboration at present.

6.3.9   Admission of Students.

> The College published a prospectus in which all the admission criteria, academic programme and other related information were highlighted. Apart from this, advertisement and notice for admission has also been floated through the leading local newspapers and cable television channels as well as in the College website.

> The Examination Committee prepares the prospectus and guidelines for admission process. Applicants and anyone coming with any nature of academic enquiry is addressed by the Committee.
>
> *Admission is given on the following basis*:
>
> i) Marks obtained by the students in XII standard
>
> ii) Admission is done on the basis of 'First Come First Serve'.
>
> iii) As per government norms.
>
> The Career and Counselling Cell organised 'Help Desk' to assist the students in making the right choices while choosing subjects for their course.
>
> To uphold the principle of equal access to quality education for all, admission has been granted to qualified students without any rejection to students on grounds of caste, language, religion and background. In spite of such openness, the College has achieved one of the highest pass percentage amongst the Colleges located within Aizawl City.

6.4   Welfare schemes for

Teaching	PF, Gratuity, Medical Insurance, Loan from Staff Welfare Association
Non teaching	Medical Insurance, loan facility, Loan from Staff Welfare Association
Students	Coveyance, allowances, stipend, scholarships

6.5   Total corpus fund generated: | - |

6.6   Whether annual financial audit has been done: Yes [ ]   No [✓]

6.7   Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	*Agency*	*Yes/No*	*Authority*
Academic	No	No	No	No
Administrative	No	No	No	No

6.8   Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes   ☐   No   ☑

For PG Programmes   Yes   ☐ -   No   ☐ -

6.9   What efforts are made by the University/ Autonomous College for Examination Reforms?

> The University take up measures to develop efficient examination systems and gives directions to colleges as and when required; hence, the College makes arrangements for conduction examination as per direction and schedule prepared by the University.
>
> During the reporting year the Examination Department of Mizoram University created a portal through which all Institutions were allotted password for accessing the portal. The portal was used for articulating necessary information and notices by the Examination Department of MZU. Through the portal the Institution submits roll sheets, internal continuous assessment marks, question requirements, teacher profiles and other required informations

6.10   What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> Mizoram University is governed by UGC and its constitution, hence, apart from the provisions provided by the same the University does not interfere in the day to day administration of the Institution.

6.11   Activities and support from the Alumni Association

> The Institution works in close cooperation with the alumnae through the Alumni Association.
>
> The members of the Alumni Association are invited to attend important functions and occasions in the College. Their advice and opinion on matters such as admission and for the College development are given due consideration by the Institution.

6.12   Activities and support from the Parent – Teacher Association.

> The Parent-Teacher Association forms an important channel for involvement of the stake holders in the functioning and policy of Institution.
>
> The members are invited to attend important functions and occasions in the College. Their advice and opinion on matters such as admission and for the College development are given due consideration by the Institution. They form an important source of feedback for the College.

6.13   Development programmes for support staff.

> Support staffs are requested to attend seminars and training sessions to enhanced their professional capacity.

6.14   Initiatives taken by the institution to make the campus eco-friendly

> The NSS and the College Forum works to see that plants and trees in the College campuses are well preserved and looked after.

Criterion – VII
7. Innovations and Best Practices

7.1   Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> 1.   Award of appreciation
> 2.   Classroom discussion

7.2   Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> 1. To promote research culture the College encourage the faculty to pursue Ph.D. Programmes, to present research papers at seminars/ conferences/workshops, publication of research papers and to encourage the faculty to contribute their knowledge and research works towards the society through participation in professional association and publication of articles in newspaper, journals, etc.
>
> This innovative practise have proved beneficial as two faculty members have completed their Ph.D programmes and five others have completed their M.Phil programmes.
>
> 2. As admission to College is done on the principle of 'first come, first serve basis,' to provide access to higher education to more number of learners, many of the students passed their higher secondary school with a low percentage. Such students need special attention and guidance as such providing study materials and hand out notes becomes an in important assistance to them.

7.3   Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> 1.   **Internal Audit**
> 2.   **Award of Appreciation**
>   **Enclosed in Annexure – IV**

Provide the details in annexure

7.4   Contribution to environmental awareness / protection

> Through extension activities undertaken by NSS an environment awareness/protection programme is organised by planting tree saplings and providing protection with a bamboo guard.
>
> Visit to the NSS plantations also served as a medium through which environmental awareness /protection is organised.

7.5   Whether environmental audit was conducted?   Yes ☐   No ☑
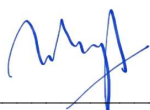
7.6   Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> Nil

8. Plans of institution for next year

> 1. To invite NAAC's Peer Team's Visit.
>
> 2. To have internet connectivity and free Wi-Fi enabled campus.
>
> 3. To strengthen the infrastructure of the College

Name : LALNGAIHAWMA   Name : Dr. C.LALREMRUATA

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

*** _____

ANNEXURE – I

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year:

The action plan of the IQAC :

1. To create a new website for the College.
2. To compile documents as a preparation towards NAAC's Peer Team's Visit.
3. Submission of Letter of Intent to NAAC and the self Study Report.
4. To invite NAAC's Peer Team's Visit.
5. To approach the Government of Mizoram for the allotment of land for the College campus at Brigade Area of Bawngkawn.
6. To have internet connectivity and free wifi enabled campus.
7. To strengthen the infrastructure of the College

Outcome achieved against the action plan of the IQAC :

1. Since, the creation of website is mandatory for assessment and accreditation by NAAC, An initiative for the creation of the website was taken and a firm – Medsys Domain,' was approached. The College website with the name 'www.gjtc.edu.in.' was created. Even though online admission, feedback, etc., through the website was not fully utilised important information was posted and admission forms, schedule of examination and other academic information was displayed which proved very useful for the students. However, the firm was closed on account of internal issues that arose among the shareholders. Hence, a new website bearing the nomenclature 'www.gjtc.mizoram.gov.in' was created under National Informatics Centre, Government of Mizoram.

The maintenance of the website was placed under the responsibility of the UGC Network and Resource Centre Committee.

2. The delay in the submission of Letter of Intent was conveyed to NAAC as the validity period of accreditation was over. Apart from the lack of website, the College assume that inviting the NAAC Peer Team visit would be better once the plot of land at Brigade area is given to the College which would illustrate the progressive future of the College. However, in view of the need to hold a valid accreditation status, he LOI and the SSR was prepared and the same was submitted to NAAC.

3. As a better campus with the prospect of developing better infrastructure to enhance quality education is the primary need of the College, the Principal and the senior faculty members, as well as the infrastructural development committee took up the matter towards the allocation of the College campus at Bawngkawn. Owing to the initiative, the government

took a major decision and allotted a new plot of land for the College campus and the land lease for the same was issued in the name of the Secretary, Higher & Technical Education, Govt. Of Mizoram and further, the land lease document was handed to the Principal.

4. The present location of the College has a serious setback with regards to internet connectivity as broadband internet facilities cannot work properly. However, the College decided to find ways and means, and after much planning, a BSNL broadband was availed in the College.

Principal
Govt. J. Thankima College
Aizawl : Mizoram

ANNEXURE – II
ACADEMIC CALENDAR : 2015-2016
GOVT. J.THANKIMA COLLEGE

Actvities	Date
1. Commencement of 1st , 3rd & 5th Sem.	- 1st July 2015
2. Fresher's Social	- 23rd July 2015
3. S.U Election	- 30th July 2015
4. C.R Election	- 31st July 2015
5. College Week	- 10th – 14th Aug. 2015

6. Internal Exam.-1st , 3rd and 5th Sem.

a) First Round Examination	- 24th – 28th Aug. 2015
b) Last date of first round internal marks submit	- 11_{th} Sept, 2015
c) Home Assignment	- To be completed during September 2015
d) Second Round Examination	- 12th – 16th Oct. 2015
e) Last date of Second Round & Assignmnet marks submit – 23rd Oct.2015.	
f) Publication of Internal marks	- 29_{th} Oct. 2015

7. University Exam. - 1st , 3rd and 5th Sem. - **10th Nov. - 6th Dec. 2015**

8. Winter vocation	- 7th Dec.2015 - 15th Jan. 2016

9. Commencement of 2nd , 4th & 6th Sem. - **16th Jan. 2016**

10. Internal Exam.- 2nd , 4th & 6th Sem.

a) First Round Examination	- 29th Feb.2016 - 4th March, 2016
b) Last date of first round internal marks submit	- 10_{th} March, 2016
c) Home Assignment	- To be completed during March 2016
d) Second Round Examination	- 4th – 8th April.2016
e) Last date of Second Round & Assignmnet marks submit – 24_{th} April 2016.	
f) Publication of Internal marks	- 29_{th} April. 2016

11. University Exam. - 2nd , 4th & 6th Sem. - **1st – 21st May 2016**

12. Any College activities. (Co. / Extra Carricular) - 22nd May – 7th June 2016

13. Semester Break - 8th – 30th June 2016

(Dr. C.LALREMRUATA)
Principal
Govt. J.Thankima College
Aizawl : Mizoram

Principal
Govt. J. Thankima College
Aizawl : Mizoram

ANNEXURE – III

FEED BACK ANALYSIS

- The students were satisfied with the support system provided by the College.

- The students are happy that syllabi are covered within the stipulated time framed by the teachers.

- The use of ICT in teaching greatly helps the students grasp of the topic taught and provided better insight in the subject.

- Alumni of the College were satisfied with the gradual progress of the College through the grants received from UGC. They have suggested on paying more attention on preparation of competitive exams.

- Suggestion is received from the students that curriculum should be updated to suit the need of job market.

- Suggestion is received from the students to provide skill development courses.

- Majority of students have suggested to extend/construct new building, seminar hall because the number of students admitted to the College has been increasing from last five years.

- Majority of the students were satisfied with the teaching learning activities in the college.

- Students feel that opening more subject such as Geography, Public Administration, etc., of Arts stream would result in better academic performance and the wider choice of subject would benefit the students greatly.

Principal
Govt. J. Thankima College
Aizawl : Mizoram

ANNEXURE – IV
TWO BEST PRACTISE OF THE INSTITUTION

Two of the Best Practices followed in the Institution are elaborated as below :

Best Practice I:

1. ***Title of Practice***: Internal Audit

2. ***Goal*** :

    - To make all the accounts auditable at any time.
    - To ensure transparency in all the financial management of the college.
    - To institutionalised the process of audit as an integral part of the College administration.
    - To check misappropriation or any irregularities in the financial administration of all the college development fund from time to time.

3. ***The Context***:

    Mutual trust and cooperation amongst the faculty is a key aspect to bring quality education in teaching-learning situation. To ensure such reciprocal confidence and collaboration especially within the working environment in a college, transparency in the entire financial decision making is a prerequisite. As such, financial administration void of transparency tends to develop suspicion and loss of mutual trust. If such confidence and trust is lost it is not easy to regain or create a cordial environment strengthened with trust and assurance. Therefore, all the financial decisions and processes of administration must be made transparent and accountable.

    Under the circumstance stated above, Govt. J.Thankima College introduced the practice of internal auditing system within the College without any direction or instruction from the concern higher authority. The purpose of the practice of this internal audit of the College account and transaction is to uphold transparency in the entire financial decision making process of the College..

4. ***The Practice***:

    - A policy of transparency and accountability must be strictly followed by all the appointed officers/staff.

    - All the receipt and expenditure of accounts must be kept auditable by using the prescribed receipt & payment voucher as in Form I & II.

    - All the required building materials identified must be procured only through the Material Procurement Board (MPB). The existing identified building materials include – iron rod, cement, stone, sand, bricks and timber woods.

- All 'Treasurers' appointed, must be held responsible for the safe and truthful maintenance of cash book and Voucher Guard File which must be auditable at anytime.

- The expenditure accounts shall be audited quarterly or after every three months of the completion of work from the date of the commencement.

- The 'Work Managers' and 'Assistant Work Managers' appointed, shall be held responsible for controlling the quality of the work which must be done strictly as per the approved architectural and structural design prepared by the qualified and registered Architect and Engineers engaged by the College.

- Any misunderstanding or misinterpretation in the process of work should be referred to the 'Building Executive Sub-Committee' immediately to solicit appropriate solution as well as interpretation.

- Each and every Work Manager may be held responsible to attend the Building Executive Sub-committee provided as and when called for.

5. *Evidence of Success*:

- Transparency in financial management regarding construction is achieved.
- Progresses in the constructions are known by all concerned.
- Quality control is facilitated by the Material Procurement Board.
- Timely completion of proposed work is accomplished.
- Irregularities in the financial management is not observed.

6. *Problems encountered and solution* :

No particular problem to be mentioned except that the normal classroom duties of the faculties who were engaged in the operation of building construction could not be relieved by the College owing to staff constraint and the work load was found very heavy for them.

Best Practice II

1. *Title of the Practice*: Award of Appreciation

2. *Goals* :

- To encourage the faculty for doing Ph.D.
- To encourage the faculty for doing research works.
- To encourage the faculty for presentation of research papers at seminars/ conferences/workshops.
- To encourage the faculty for publication of research papers.
- To encourage the faculty to contribute their knowledge and research works towards the society through participation in professional association and publication of articles in newspaper, journals, etc.

1.   *The Context* :

        The two essential pillars of higher education are teaching and research. 'Research,' in higher education, in particular has assumed significance in the globalised world of today. The accrediting agencies like NAAC also have research expectations from institutions of higher education. Through the syllabus, the UGC has also ensured the faculty and student's engagement in research and scholarly activities and providing adequate resources and support to encourage such engagement. In the light of this initiative, faculty members are encouraged to register for Ph.D., M.Phil., and to pursue research works so as to facilitate and enhanced their knowledge and learning.

        As a member of the civil society and being expected to contribute towards the healthy growth and development of the society, the faculty members are encouraged to contribute towards the healthy growth of the society through their participation and publication of their work and learning in newspapers and journals.

4.   *The Practice*:

        To achieve this goal, certain steps are taken as follows :

- The Research and Consultancy Cell give encouragement towards the initiative to the faculty members.
- Information regarding invitation to seminars/conferences/workshops are given to the faculty members.
- Records and documentations are maintained.

5.   *Evidence of Success*:

The achievement of the initiative can be briefly highlighted as follows :

Since, 2007 ie., after NAAC accreditation, the following faculty members have attain a Ph.D and M.Phil degree –

Ph.D. degree awardee -

1. Dr. J.V. Nunchunga, Department of Economics
2. Dr.C.Lalremruata, Department of Education

M.Phil degree awardee -

1. LalbiaktluangiRalte, Department of History
2. C.Vanlalruati, Department of History
3. Rebecca Khiangte, Department of Hisory
4. LalthanchamiKhiangte, Department of Hisory

C.Vanlalruati, Department of History has registered for Ph.D programme and Zoramthanga, Department of Political Science has enrolled for M.Phil programme un Mizoram University.

5.   *Problems and solutions*:

With a minimum number of faculty members in each department, there is a strain upon the Principal to grant a study leave to all the faculty members intending to pursue research.

Some of the faculty members are house wife and can spare little or no time to pursue research activities or to write seminar papers or articles.

However, the Principal has given encouragement to all the faculty members that problems arising from pursuing of research and related activities would be addressed within his capacity.

Principal
Govt. J. Thankima College
Aizawl : Mizoram