



No. IQAC-6/2019/JTC

Dated Aizawl: 16th August, 2024

2024-2025
INTERNAL QUALITY ASSURANCE CELL
1ST MEETING MINUTES

Date : 16th August, 2024 at 11:00 AM
Place : New Age Learning Centre, Central Campus
No. of Participants : 27 members (attendance sheet enclosed)

A. COMMENCEMENT

Prof. JV Nunchunga, Principal/Chairman IQAC, opened the meeting and gave a brief report on the initiatives taken by the principal for the sustenance of quality in the college.

B. REPORT

IQAC Annual Activities Report 2023-2024

The Chairman requested IQAC Coordinator, Rebecca Khiangte to give annual activity report during 2023-2024 academic session. The coordinator highlighted the number of IQAC meeting conducted and various activities for the sustenance of quality within the institution during the academic session 2023-2024. (Annexure 1)

C. RESOLUTIONS

1. Review of Online Stakeholders Feedback 2023-2024 viz, Student, Alumni, Employers, Teachers.

As invited by the chairman, the technical in-charge Mr. Albert Nuntharmawia give a brief report on collection of various stakeholder feedback. He highlighted the number of respondents in various feedback and the ongoing progress of feedback analysis. The meeting requested the technical in-charge to compile stakeholders feedback analysis report and figure out the necessary improvement which should be taken up by the department and institution.

Action: IQAC, Principal & Department

2. Submission of APAR 2023 – 2024 and 2024-2025 on DP&AR Spartan Online Portal.

The Chairman highlights the importance of submission of APAR for regular faculties. He mentioned that DP&AR had exempted the online submission 2023-2024 for H&TE Department via DP&AR online portal due to technical problems. But it is mandatory submission from the next academic session 2024-2025 via DP&AR online portal spartan.mizoram.gov.in. The Meeting resolved to submit the hardcopy of APAR 2023-2024 to the principal on or before 10th September 2024.

Action: All Faculty Members

3. IQAC Programme Calendar 2024-2025

The IQAC Coordinator proposed the IQAC Programme Calendar 2024 - 2025. She highlighted various programmes which necessary to be change in the NAAC Reforms of Accreditation. She asked the members the suggestion and modification in the proposed programme calendar. After careful study, the meeting approved the IQAC programme calendar 2024-2025. (Annexure 2)

Action: IQAC Chairman & Coordinator

4. Workshop on three New Criminal Law of India with Government Mizoram Law College

IQAC Coordinator proposed One Week Professional Development Programme on Three New Criminal Laws of India which may be organized in collaboration with Govt. Mizoram Law College during 19th - 23rd August, 2024. IQAC member Mr. Lalngaihawma also proposed to collaborate with Mizoram State Legal Service Authority. After a long discussion the meeting resolved that the programme should start from 2:00pm every day at Central Campus. Three resource persons from Govt. Mizoram Law College will deliver lecture and Certificate will be issued to all participants. IQAC Coordinator Rebecca Khiangte is entrusted to contact Govt. Mizoram Law College and Mizoram State Legal Service Authority and confirmed the programme.

5. Annual Report 2023-2024 & Action Plan 2024-2025

As invited by the Chairman, the Chairman or the Secretary in each Cells/Committees and the Head of Department give annual activity report 2023-2024. After careful study and review of annual activities, the meeting decided to submit the softcopy of annual activity report on or before 30th August 2024 with prescribed format via IQAC email address: iqac.jtcreport@gmail.com and requested to take necessary action in the following lines by all the concern department and cells/committees for the next academic session.

- Contribution of at least 50 numbers of E - books to enrich E-resource center.
- Regular submission of geotag photographs, brief report of activities/programme and upload of programme to improve the college website.
- Systematic analysis of learning outcomes, enrollment of the students and allotment of sanctioned seats for SC, ST, OB Divyangjan.

It is also discussing the action plan for the academic session 2024 - 2025. The meeting decided to submit the action plan 2024-2025 by all Department, Cells/Committees on or before 26th August, 2024 with prescribed format via IQAC email address: iqac.jtcreport@gmail.com.


Action: Department & Cells/Committees

6. A. O. B:

The meeting discussing the convenient time for Students' Club Registration Mela. IQAC and Extension Service and Co-Curricular Committee (ESCOC) are entrusted to prepare manual of students' club that should be submitted to the IQAC office on or before 25th August, 2024. IQAC, ESCOC and Students' Union are appointed to organize registration mela and investiture ceremony.

Action: IQAC, ESCOC & Students' Union

D. CONCLUSION: 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. Vice President/General Secretary, Students' Union, Govt. J. Thankima College for information and necessary action.
5. Guard File.


(REBECCA KHIANGTE)
Coordinator, IQAC

ANNEXURE 1



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



ACHIEVEMENT REPORT DURING ACADEMIC SESSION 2023-2024

- ✚ The Annual Plan and Budget prepared and monitored by the IQAC (Internal Quality Assurance Cell) for the academic session 2023-24 totals 186 lakhs. This budget is expected to be funded from various sources. The IQAC would oversee the distribution and utilization of these funds according to the Annual Plan and Budget to ensure they are used effectively to enhance the quality and infrastructure of the institution during the specified academic session.
- ✚ The Programme Calendar for 2023-2024 prepared by the IQAC (Internal Quality Assurance Cell) is crucial for ensuring the smooth functioning of IQAC activities and for effectively monitoring various Cells, Committees, or Departments within the institution. By adhering to this Programme Calendar, the IQAC can effectively coordinate and monitor activities aimed at enhancing the overall quality of education and administrative processes within the institution throughout the academic year 2023-2024. This structured approach helps in maintaining transparency, accountability, and continuous improvement in all aspects of institutional functioning.
- ✚ The IQAC conducted regular meetings during the academic session 2023-2024, with the following schedule. These meetings are crucial for the IQAC to review and discuss various aspects related to quality assurance, institutional improvement, and compliance with accreditation standards. By maintaining a regular meeting schedule, the IQAC can effectively fulfil its role in promoting quality assurance and institutional effectiveness throughout the academic session 2023-2024. The meetings also foster collaboration among stakeholders and ensure alignment with institutional goals and objectives.
- ✚ During the academic session 2023-2024, the IQAC organized several Orientation Programmes in collaboration with various entities within the institution:
 - **Course Orientation Programme on 3rd July, 2023:** This programme was likely aimed at introducing students to their respective courses, providing them with an overview of the curriculum, course expectations, and academic requirements.
 - **Academic Counselling & Orientation of CBCS on 3rd July, 2023:** This orientation focused on the Choice Based Credit System (CBCS), helping students understand the credit structure, course selection process, and academic planning under CBCS.
 - **Orientation Programme on New Education Policy 2020 on 3rd July, 2023:** This programme would have informed faculty, staff, and possibly students about the key changes and initiatives introduced by the New Education Policy 2020, highlighting its impact on teaching, learning, and assessment practices.
 - **Library Orientation Programme during 3rd & 4th August, 2023:** This orientation would have familiarized students with the library resources, services, and facilities available to support their academic endeavours. It may have included demonstrations on how to access online databases, borrow books, and use library amenities effectively.
- ✚ Using digital media such as email and WhatsApp applications for communication channels is a practical and eco-friendly approach for the IQAC to promote eco-friendly practices. Here's how this method can be effectively utilized:

- **Paperless Communication:** By submitting reports via email or WhatsApp, the IQAC reduces the need for printing hard copies, thereby minimizing paper usage and promoting sustainability.
- **Instant Communication:** Digital platforms enable quick and efficient communication between the IQAC and Cells/Committees/Departments, ensuring timely submissions and responses.
- **Cost Efficiency:** It eliminates costs associated with printing, postage, and physical storage of documents, contributing to cost savings for the institution.
- **Accessibility:** Stakeholders can access and refer to reports conveniently from their digital devices, enhancing accessibility and ease of information retrieval.
- **Environmental Impact:** Reducing paper usage and transportation associated with physical documents lowers the institution's carbon footprint and supports environmental conservation efforts.

By leveraging digital media for communication channels and report submissions, the IQAC not only enhances operational efficiency but also demonstrates a commitment to sustainable practices. This approach aligns with global trends towards digitalization and environmental responsibility, contributing to a greener and more environmentally conscious campus environment.

- ✚ Conducting feedback from multiple stakeholders - students, alumni, employers, and teachers - is a strategic initiative by the IQAC to enhance the overall performance and academic quality of the institution during the academic session 2023-2024. By leveraging online applications and collaborating effectively with GJTCAA, Departments, and TLC, the IQAC can gather comprehensive feedback from stakeholders, align institutional strategies with stakeholder expectations, and drive meaningful improvements in academic quality and overall institutional performance for the academic session 2023-2024.
- ✚ The IQAC's collaboration with the Mentoring Programme Committee resulted in organizing an International Webinar on Counselling Skills & Qualities of Counsellors on 20th November, 2023, conducted via Zoom Live. Fr. Emmanuel Ralte, CSC, from Burlington, Canada, was invited to serve as the keynote speaker and resource person. His expertise likely provided valuable insights into effective counselling skills and the essential qualities of counsellors. Participants likely included faculty members, students, and professionals interested in counselling practices and mental health support. The webinar facilitated international knowledge exchange and exposure to best practices in counselling, enriching the professional development of attendees.
- ✚ The State Level Workshop on Best Practices for Quality Enhancement in Higher Education, jointly organized by IQAC Govt. Champhai College and IQAC Govt. J. Thankima College, held on 28th November, 2023 at Seminar Hall, Govt. Champhai College, was a significant collaborative effort aimed at promoting excellence in higher education. It was a pivotal event that underscored the commitment of participating institutions to continuous improvement and excellence in higher education. The collaborative efforts are instrumental in advancing educational quality and fostering a culture of innovation and excellence within the academic community.
- ✚ MoU was signed with Govt. Champhai College on 28th November, 2023. The signing of a Memorandum of Understanding (MoU) between Govt. J. Thankima College and Govt. Champhai College to support academic activities and student well-being signifies a formal commitment to collaboration and mutual support in various educational and developmental aspects. MoU signifies a strategic partnership aimed at promoting academic excellence, supporting student welfare, and fostering overall institutional growth through collaborative efforts and shared initiatives.

✚ MoU was signed between Govt. Hrangbana College and Govt. J. Thankima College on 30th January, 2024. The signing of a Memorandum of Understanding (MoU) between Govt. Hrangbana College and Govt. J. Thankima College to support the mental health and well-being of students, as well as research activities, reflects a collaborative effort aimed at enhancing student support and academic development. The MoU outlines shared objectives between Govt. Hrangbana College and Govt. J. Thankima College, focusing on collaborative efforts to enhance mental health support services for students, including counselling, psychological assistance, and awareness programs. Joint initiatives to promote research collaboration, sharing of resources, and conducting collaborative research projects beneficial to both institutions.

✚ In collaboration with the Govt. J. Thankima College Alumni Association, the IQAC organized a Students' Alumni Homecoming on 10th May, 2024. The event aimed to strengthen the bond between current students and alumni while contributing to the overall well-being of the college community. Such initiatives are crucial for maintaining a supportive network and fostering a sense of belonging among students and graduates alike.



(REBECCA KHIANGTE)

Co-Ordinator


Internal Quality Assurance Cell

ANNEXURE 2

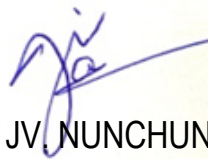
INTERNAL QUALITY ASSURANCE CELL (IQAC) GOVERNMENT J. THANKIMA COLLEGE

PROGRAMME CALENDAR 2024 - 2025

Sl. No	Name of the Activity/Programme	Date
1.	1 st Meeting of Internal Quality Assurance Cell - review of annual activities 2023-2024 - plan of action & budgeting 2024-2025	August, 2024
2.	2 nd Meeting of Internal Quality Assurance Cell	September, 2024
3.	Implementation of Action Plan 2024-2025	October 2024 to June 2025
4.	Conduct of Feedback 2024-2025 from I, III, V Semester Students	November, 2024
5.	Submission of Annual Quality Assurance Report (AQAR) 2023-2024	November to December 2024
6.	Collection of half yearly activity report - July to December, 2024	December, 2024
7.	3 rd Meeting of Internal Quality Assurance Cell - review of half yearly activities	January, 2025
8.	Conduct of feedback from various stakeholders - employer, alumni, teacher	May, 2025
9.	4 th Meeting of Internal Quality Assurance Cell - review of annual activities	June, 2025
10.	Collection of IQAC & Department Action Taken Report 2024-2025	June, 2025
11.	Collection of Annual Activity Report - July 2024 to June, 2025	July to August, 2025


(REBECCA KHIANGTE)
Co-Ordinator

Internal Quality Assurance Cell


(Prof. JV NUNCHUNGA)
Principal/Chairman

Internal Quality Assurance Cell