Annual Quality Assurance Report (AQAR)

GOVERNMENT HRANGBANA COLLEGE

Aizawl, Mizoram

(2014-2015)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC
Government Hrangbana College

Part – A

AQAR for the year

2014-2015

1. Details of the Institution

1.1 Name of the Institution

Government Hrangbana College

1.2 Address Line 1

Chanmari

City/Town

Aizawl

State

Mizoram

Pin Code

796007

Institution e-mail address

hrangbanacollege2014@gmail.com

Contact Nos.

0389-2340984

Name of the Head of the Institution:

Lal Rinawma

Tel. No. with STD Code:

0389-2306540

Mobile:

9436195966

Name of the IQAC Co-ordinator:

John K. Laldingliana

Mobile:	9436156174

IQAC e-mail address: iqacghbc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   BC/56/RAR/40

OR

1.4 **NAAC Executive Committee No. & Date:**   BC/56/RAR/40 dated 16-9-2011

1.5 Website address: www.ghbc.edu.in

Web-link of the AQAR: http:// www.ghbc.edu.in/AQAR2013-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	80.15	2006	5
2	2nd Cycle	A	3.06	2011	5
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   10/01/2007

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

  i. AQAR 2011-12 on 28-12-2013
  ii. AQAR 2012-13 on 18-09-2017
  iii. AQAR 2013-14 on

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 ☑

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 (Phys Edu) ☐

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   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and   2

     community representatives

2.7 No. of Employers/ Industrialists   2

2.8 No. of other External Experts   1

2.9 Total No. of members   18

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No.   4   Faculty   3

     Non-Teaching Staff   1   Students   1   Alumni   2   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes   √   No ☐

     If yes, mention the amount   Rs. 3 lakhs

2.13 Seminars and Conferences (only quality related)

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

     Total Nos. ☐   International ☐   National ☐   State ☐   Institution Level   √

   (ii) Themes   Mentoring system and University Exam Results Performance Appraisal

2.14 Significant Activities and contributions made by IQAC

1. Preparation, implementation and review of the action plan of the college.

2. Documentation of various activities of the college.

3. Initiated and guided quality related activities of the various committees.

4. Developing a culture for innovation and creative thinking.

5. Conducted and monitored academic performance audit on all the departments.

6. Facilitated in organising coaching class for entry into government services.

7. Facilitated in organising remedial classes for students with poor academic performance.

8. Facilitated the mentoring system for students in all departments of the college.

9. Conducted and analysed the teaching learning evaluation feedback from students.

10. Conducted and organised Parents-Teachers-Meeting and Alumni Association Meetings.

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
Upgradation of classroom	All classroom has been equipped with projector. 50 pairs of bench and table has been newly acquired.
Strengthen the college community for promoting corporate social responsibility	Various social works activities has been undertaken by the NSS, NCC, SSU, Psychology Club, Cleanliness and Beautification Committee etc. and the various departments.
Invite eminent professors and experts for special lectures on various fields of knowledge.	A series of lectures were organised by the various departments, committees and the college as a well.

Construction of Boys' Hostel at Muthi	The hostel is under construction, the second installment is yet to be received, and therefore is under Work-in-Progress
Organise competitions for students to improve their skills in organising, team building, creative thinking and interpersonal relationships.	Participated and competed in a number of events at the inter-college, university, state and national levels
Promotion and nurturing of the culture of academic excellence.	Recognition and felicitation for academic excellence through the distribution of Certificate of Appreciation and Cash Incentives to University toppers, Distinctions and First Division holders in the Freshers' Social Functions
Improve student support programmes and to strengthen the mentoring system.	Parents-Teachers Meeting for all departments were organised. Mentoring of students through allocation of students to be mentored by each teacher.
Extension and enrichment of library and laboratories	Purchased new books, periodicals, reference books , journals and equipment.
Renovation of Rooms	Floor tiles has been laid for teacher common room and administrative offices.

* *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

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	2			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: **Core/Elective option**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
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

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

> NA - Due to the status of the college, revision/update of regulation or syllabi cannot be taken at the institutional level.

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

> NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent

faculty

Total	Asst. Professors	Associate Professors	Professors	Others
53	7	45	1	

2.2 No. of permanent faculty with Ph.D.

11

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	4								

2.4 No. of Guest and Visiting faculty and Temporary faculty | 14 | | |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/		14	19
Presented papers		8	4
Resource Persons		4	8

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

1. Use of Powerpoint Presentation, and other visual aids.

2. Networking with various related institutions and organisations.

3. Educational trips to different institutions and historical sites (inside and outside the state)

4. Organisation of various seminar and workshops based on survey and research by the students concerning their respective subject areas.

5. Making easy accessibility to the internet and library networks for further learning .

6. Problem solving, case studies and role play.

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

180

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

> Examination/Evaluation reforms cannot be initiated independently of the University Examination Department, the institution therefore follows the required norms. In addition, initiatives are taken to adopt the most effective performance of examination by organising systematic seating arrangement, documentation and analysis of results etc.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

| 9 | 9 | 5 |

as member of Board of Study/Faculty/Curriculum Development workshop

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 %
BA	399		35.6	31	2.3	68.92
B.Com	79		29.1	43	6.3	78.48

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

The IQAC of the college contributes towards the teaching and learning processes by

- Development and application of quality benchmarks/parameters for various academic and administrative activities.

- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation.

- Arrangement for feedback response from students through students evaluation of teachers in respect of affective application of teaching methods, time management, subject command, helping attitude and control and parents and alumni on the institution and curriculum.

- Documentation of the various program and activities leading to quality improvement Development of quality culture in the institution.

- Activating, coordinating and facilitating all the committees of the college with regard to performance and provide support to the teachers for their academic, administrative and research endeavors.

- Monitoring academic activities throughout the semester through frequent meetings with Heads of various departments and suggesting means for quality sustenance and enhancement.

- Collecting feedback from students and stake holders on the classroom teaching and communicating it to concerned faculty.

- Motivating faculty members to participate in various seminars, workshops and conferences to enrich their knowledge.

- Interacting with the alumni and seeking feedback on overall improvement in college activities.

- Inculcating creative thinking through expression in different forms of arts, culture and creative environment.

- Encouraging students to engage themselves in innovative thinking by planning events and programs and events where they can present their thoughts.

- Organizing and monitoring the various activities of committees of the college.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	33
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	7
Summer / Winter schools, Workshops, etc.	33

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	23	3	1	
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 has been taking initiatives to create awareness on research based learning. It propagates that it is the key to excellence in education and works to develop a research culture for students and faculty. The IQAC has been enabling and encouraging the faculty and students to take up research activities by providing them with timely information about research prospects, funds and other opportunities available. It collaborates with the Research and Consultancy Committee in establishing research climate within the institute.

3.2   Details regarding major projects - NIL

3.3   Details regarding minor projects - NIL

3.4   Details on research publications

	International	National	Others
Peer Review Journals	1		
Non-Peer Review Journals	2	4	
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [　] Average [　] h-index [　] Nos. in SCOPUS [　]

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

3.7 No. of books published

i) With ISBN No. [5]   Chapters in Edited Books [12]   ii) Without ISBN No. [6]

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					10
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   12

3.13 No. of collaborations   International [ ]   National [ ]   Any other   5

3.14 No. of linkages created during this year   [ ]

3.15 Total budget for research for current year in lakhs : NA

3.16 No. of patents received this year NA

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

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them. NIL

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

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

3.21 No. of students Participated in NSS events:

University level   5   State level   425

3.22 No. of students participated in NCC events:

University level   105   National level   10

3.23 No. of Awards won in NSS:

State level   1

* Second prize for voluntary blood donation.

3.24 No. of Awards won in NCC:

State level   12   National level   1

*SUO Aldrin Lalrambeiseia was selected to attend the Attachment Camp to represent the North Eastern Region among the 7 Cadets from North East India at IMA, Dehradhun. Uttarakhand..

3.25 No. of Extension activities organized

University forum   [ ]   College forum   5

NCC   7   NSS   27   Any other   6

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

Major activities during the year 2014-2015 in the sphere of extension activities and Institutional Social Responsibility:

- Participated in the 13th Mizoram University Inter-College Sports Meet and won the Bronze Medal in Football(Men),Gold Medal in Volleyball(Women),Silver Medal in Basketball, Men's Volleyball and Chess, Bronze Medal in Badminton(Men &Women).

- Participated in MSU Cup 2014 and won Gold Medal in Women's Volleyball and Silver Medal in Men's Volleyball.

- Participated in Inter College Debating Competition organised by PHE Department and won the Second Position.

- Participated in Inter College Quiz Competition organised by the SSU and won the First Prize.

- Participated in Inter College Essay Writing Competition and won the First Prize.

- World Mental Health Day was observed and Legal Awareness Campaign was organised in collaboration with District Legal Services Authority.

- Swach Bharat was observed and a Cleanliness Drive was jointly conducted with Chandmari Local Council.

- The Youth Adventure Club participated in Non-Violence Trekking at Serlui organised by the Inter College Youth Adventure Club. The Club also participated in Search and Rescue Training organised by Sports &Youth Services.

- Cleanliness Drive were organised several times by the NSS within the campus and the neighbouring areas; blood donations were also organised several times; tree plantation/weeding in the adopted villages were also organised; campaigns were organised and supported with regard to blood donation, aids control activities and anti-plastic campaigns. Constructions and renovation of public urinals camps in the adopted villages were organised several times. Training, seminars, workshop and competitions have been conducted as well.

- Educational tours have been undertaken by the final year students of the various discipline within as well as outside the state.

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	1410.57 sq.m	-	-	-
Class rooms	19	-	-	-
Laboratories	3	-	-	-
Seminar Halls	1	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1	UGC GDA	1
Value of the equipment purchased during the year (Rs. in Lakhs)		1lakh	UGC GDA	1lakh
Others				

4.2 Computerization of administration and library1

> Office administration is computerised and Library Automation has been started since 2008.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26523	4756058	1265	781140	27788	5537198
Reference Books	2188	242500	20	15000	2208	257500
e-Books						
Journals	35	561000	35	17500		578500
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	74	1	13	4	1	1		
Added	6							
Total	80	1	13	4	1	1		

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

The partnership with the NIELIT study centre within the campus has facilitated various training and study courses on IT related subjects which has been availed by the teachers and the students.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   2,29,045

   ii) Campus Infrastructure and facilities   9,89,074

   iii) Equipments   6,16,634

   iv) Others   12,010

                        Total :   18,46,763

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC enhances awareness about the Student Support Services through dissemination of information through the prospectus, orientations, freshers' socials and other such functions, social media, classroom campaigns, banners senior students and the concerned teachers. Establishment of responsibility-accountability benchmarks amongst each committee concerned with the various student support services, continuous propagation if the importance of organising student support services.

5.2 Efforts made by the institution for tracking the progression

To track the progression of the students, regular meetings for performance appraisal and plan of action is taken by each concerned committee and departments, which are then reported on a monthly basis.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1552			

(b) No. of students outside the state

2

(c) No. of international students

nil

Men

No	%
763	49

Women

No	%
789	51

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2	3	1305	1	1	1311	3	3	1542	4	1	1552

Demand ratio   2:1   Dropout % 4

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

- UGC Sponsored Entry into Government services coaching is undertaken.
- Special lectures inviting prominent and inspiring government officials.
- Career guidance and counselling for all aspirants into the services.
- Personality Development Programmes for soft skill development.

No. of students beneficiaries   260

5.5 No. of students qualified in these examinations

| NET | NA | SET/SLET | NA | GATE | NA | CAT | NA |
| IAS/IPS etc | NA | State PSC | NA | UPSC | NA | Others | NA |

Students of this college after completion of their Undergraduate studies get employed and hold prominent positions in different departments of Central and State Governments, Financial Institutions, Corporations, Public and Private Sectors, and under Self Employment Schemes. Obtaining specific statistics is rather a difficult task.

5.6 Details of student counselling and career guidance

- The college has a Career and Counselling Cell, which has been actively functioning.
- The Cell has separate counselling room, where students are often called on for counselling especially with students having special needs. The Psychology department faculty have trained counsellors, who cater to this needs.
- Careers Guidance seminars are regularly organised inviting resource persons from different fields.
- Collaborations with business houses, educational/professional institutions and the government to look into employment opportunities.

No. of students benefitted

All the students of the college avail to the services. Seminars are generally held batch-wise so that all students are given the opportunity to benefit from such seminars.

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

Students of this college after completion of their college studies get employed and hold prominent positions in different departments of Central and State Governments, Financial Institutions, Corporations, Public and Private Sectors, and under Self Employment Schemes. Obtaining specific statistics is rather a difficult task.

5.8 Details of gender sensitization programmes

Seminars/Awareness programmes are organised by the Equal Opportunity Cell as well as the Women Development Cell for gender sensitisation at regular intervals.

5.9 Students Activities

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

State/ University level | 100 | National level | | International level | |

No. of students participated in cultural events

State/ University level | 50 | National level | | International level | |

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

Sports : State/ University level | 23 | National level | 1 | International level | |

Cultural: State/ University level | 3 | National level | | International level | |

5.10 Scholarships and Financial Support :

NA*... all financial support has been directly done online as of 2014*

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 | 8 |

5.13 Major grievances of students (if any) redressed: NONE

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Vision** : Providing and quality education within the reach of all.
>
> **Mission** : To mould the students to be intellectually competent, morally upright, socially committed and spiritually inspired persons capable of building a more humane social order within the context of the nation's religious and cultural pluralities and diversities.

6.2 Does the Institution has a management Information System

> Management Information System, as in the real sense with fully accessible database is yet to be institutionalised

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

6.3.1 Curriculum Development

> * Curriculum Development is done at the University level and therefore the college is limited to making proposals for improvement. Accordingly, the curriculum is carefully studied and in case, changes are required or improvement is needed, it is promptly noted and included in the proposals.
> * The University prepares the Academic Calendar specifying the duration of the semester, the date of commencement and the end of the semesters.
> * The Academic and Examination Committee prepares a master routine as per the norms stipulated by the UGC.
> * The curriculum for teaching is assigned to each Head of Department and lesson plan is prepared in accordance with the given framework of time.

6.3.2 Teaching and Learning

> * The curriculum delivery is effectively done through lectures, supported by LCD projectors.
> * The Curriculum is also delivered by undertaking research and survey projects, group works, seminars and mock drills of real life situations.
> * The students are taken for educational tours to fairs, offices, exhibitions and places of political, industrial and historical importance to provide them firsthand knowledge
> * Orientation course for English and Maths for new admissions.
> * Extra classes are conducted if there are constraints to complete the curriculum and remedial classes for students with poor performance.
> * Mentoring through personal counselling, house visits, tutorials etc.

6.3.3 Examination and Evaluation

The Academic & Examination Committee undertakes the planning, information dissemination and follow-up of the examination and evaluation activities.

6.3.4 Research and Development

The Research and Promotion Cell of the institution facilitates to promote research culture, research publication, & professional development of faculty members for quality enhancement of the teaching community. The Cell encourages and monitors the research activities of the college, infrastructure provided and required by the faculty members to carry out research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The institution has had a democratic set-up where representatives from every department are the basis of decision-making and this is true for the procurement and development of all physical facilities. The concerned committees on the library, ICT and physical unanimously decide in the meeting their plan of action based on the available resources and accordingly, follow up actions are taken by the secretary in tandem with the principal and staff.

6.3.6 Human Resource Management

The teaching faculty works in various committees and sub committees and participates in the cultural activities of the College in addition to regular academic activities. They are also engaged in research and publication and participation in seminars, workshops, training etc.. The College encourages them to follow their academic, social and cultural interests. The non-teaching staff is involved in the smooth functioning of the official activities.

6.3.7 Faculty and Staff recruitment

The recruitment process is done independently of the institution by the Government of Mizoram through the Higher and Technical Department. The institution however, may be represented by senior faculty as expert, and the principal is part of the interview panel. In addition, in the pursuit of the well-being and proper functioning of the institution, the head of the institution may send request to fill-up vacant post from time to time

6.3.8   Industry Interaction / Collaboration

The Commerce Department of the college interacts annually with existing industries and business houses. The Economics Department has also collaborated at various times in field work and seminar with the Horticulture Department, the Forest Department, CMERI-CDAR Post Harvest Processing and Research Centre of the Government of Mizoram

6.3.9   Admission of Students

The institution ensures wide publicity in the admission process through admission notices. Each department receives application forms of the aspirant students for the admission. Special help desks, with the faculties on duty throughout the day, to facilitate applicants operate throughout the phase of application. Screenings are conducted through a combination of merit, interviews and written tests in a meaningful and transparent fashion by respective departments comprising of senior faculty members.

6.4 Welfare schemes for

Teaching	Government Welfare Schemes as per State Government Rules and Institutional welfare schemes are made available for all. Special contributions are also done in emergency cases as well.
Non teaching	
Students	

6.5 Total corpus fund generated

Rs. 53.02 lakhs

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			yes	GHBC
Administrative	yes	CAG	yes	GHBC

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

For UG Programmes   Yes [ ]   No [√]

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

The Mizoram University has made efforts for examinations periodically, the various affiliated colleges participates in such endeavours through active reports and reviews and suggestions.

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

Not Applicable

6.11 Activities and support from the Alumni Association

The Alumni Association hold meetings at least once in a quarter, and takes initiatives in corporate social responsibility works; renders active support and participation in the college community through seminars, felicitations and other such valuable contributions.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Meetings are organised every year by the various departments, discussions are held with regard to all relevant aspects of the students' progression, college administrations and any other relevant subjects. The college is proud to state that the parent teachers association is its pride and joy.

6.13 Development programmes for support staff

Computer training is made available through NIELIT. Staffs are send regularly for training made available by the Government of Mizoram through ATI(Administrative Training Institute), ICT Department, H&TE (Higher and Technical Education Department, Mizoram University etc.

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

The institute has been working towards making the campus as eco-friendly as possible through energy conservation, awareness of needs and importance of energy conservation has been communicated to all concerns.

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.

> Computerised attendance-tracking system for the students.
>
> Establishment of the Language Laboratory.
>
> Educational and industrial tours within and outside Mizoram.
>
> Organisation of seminars and special lectures from external personalities and experts.
>
> Proposal for Community College has been initiated.
>
> UGC Network Resource Centre has been set up in the library.
>
> INFLIBNET Regional Training on Library automation was organised.

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

- Preparation for NAAC Third Cycle.
- Classroom upgradation and modernization has been undertaken by the addition of 50 pairs of bench and table.
- Construction of the Boys' Hostel at Muthi has been resumed.
- Proposal for construction of Vertical extension of the College Building has been prepared and approval is awaited.
- The proposal and study of feasibility of Community Development College is underway.
- All classrooms have been successfully equipped with projector.
- Flooring tiles for teacher common room and Administration office has been successfully done.
- Mentoring and extension activities has been continued and new programmes has been added.

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

> 1. Mentoring of Students
>
> 2. Promotion of Institutional Social Responsibility

Provide the details in annexure (annexure need to be numbered as i, ii, iii)

7.4 Contribution to environmental awareness / protection

> 1. Plantation of trees and after care of such plantations in adopted villages on regular basis.
>
> 2. Constructions and renovations of public urinals, waiting sheds for adopted villages.
>
> 3. Cleanliness drive were organised several times.
>
> 4. Seminar/workshops/essay-writing/rally for environmental awareness.
>
> 5. Organised anti-plastic drives, distributions of paper bags to shopkeepers etc.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTH :

- Campus is located in the heart of the city and public utilities are easily accessible, and well-equipped with external facilities and infrastructure.
- The institution is one of the oldest and most reputed educational institution.
- Holistic approach to education for every student with emphasis both on skill development and knowledge building.
- Strong commitment to community, service and social justice.
- A well-structured mentoring system.
- Excellent facilities with well-equipped laboratories.
- Experienced faculties and strong support staff.
- Consistent merit listing in University examinations.

WEAKNESS :

- Limited involvement in curriculum development and evaluation system.
- Inadequate teaching and non-teaching staff.
- Dependency on the government for funds and decision-making.
- Inability to admit all aspiring candidates due to seat limits.

OPPORTUNITIES :

- Endowed with talented and gifted pool of students.
- Ample potential for growth and development in all areas.
- Experienced and well-qualified teachers and staff.
- Collaborations and Networking with external agencies/institutions for career and skill development.
- Shaping and influencing the next generation for social and economic change.
- Uplift and mentor students from rural areas, underprivileged and minority group.

THREAT:

- External constraints such as student related political issues leading to stagnation in working/teaching time/days.
- Insufficient filling of gaps between the required and vacant posts by the government.

8. **Plans of institution for next year**

1. Preparation for NAAC Third Cycle.

2. Classroom upgradation and modernization

3. Continuation of construction of the Boys' Hostel at Muthi.

4. Construction of vertical extension of the College Building.

5. Continuation for the Community Development College.

6. Commerce computer laboratory be upgraded.

7. Organise faculty enrichment activities.

8. Mentoring and extension activities to be the vital point of focus.

9. Purchased of books for library and proposal for book bank.

Name **JOHN K.LALDINGLIANA**   *Name* **LAL RINAWMA**

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

_____ *** _____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

GOVT. HRANGBANA COLLEGE
ACADEMIC CALENDAR 2014-2015 SESSION

1	Opening of New Session	1 July, 2014
2	Fresher Social	18 July, 2014
3	S.U Election	30 July, 2014
4	1st Internal Test	6-8 Augt 2014
5	College Week	20 to 29 Augt 2014
6	Submission of Home Assignment	10 sept 2014
7	Publication of Selected List for Semester Exam	25 Sept 2015
8	Filling up of Form	7 to 9 October, 2014
9	2nd Internal Test	21 to 24 October 2014
10	University Semester Examination, I, III, V	10 Nov to 6 Dec 2014
11	Mid Semester Break	7 Dec 2014 to 21 Jan 2015
12	Commencement of Even Semester (II,IV,VI)	22 Jan, 2015
13	Annual Exam (Old Course)	17 Feb to 20 March 2015
14	1st Internal Test	2 - 4 March, 2015
15	University Sport	23 -27 March 2015
16	Submission Home Assignment	31 March, 2015
17	Grand Dinner	10 April 2015
18	Publication of Selected list for Semester Exam	16 April, 2015
19	Filling up of Examination Form	22 – 24 April, 2015
20	2nd Internal Test	5 – 7 May, 2015
21	Completion of Internal Marks	13 May, 2015
22	Semester Exam (II,IV,VI)	14 May -6 June 2015
23	College Activities	7– 14 June 2015
24	Commencement of I, III, V Semester for 2014-15 Session	1 July, 2015

Title of the Practice-I **MENTORING OF STUDENTS**

Goal and Objectives:

➢ To foster a relationship in which the student feels that there is someone on the faculty who cares about his or her academic success and to whom he or she can turn to when the need arises

➢ To sensitize more faculty, staff and administrator to important issue that students face on the campus

➢ To assist student in adjusting to academic life as well as mentor through life's lesson.

➢ To have someone accountable for the students who can encourage and motivate as the student's faces the reality of life's challenges.

Context:

Mizo people hold the value of mentoring very highly in the society. 'Zawlbuk' in the pre-colonial days was a community dorm- like for boys. In this place, the elders counseled and mentored the younger generation of boys, teaching them traditions, laws and providing them support and advice. This practice of mentoring is placed very highly among the Mizo people. Mentoring is a valuable strategy to provide students with the emotional and instrumental support students need to achieve the goal of a college degree and life-skills. By providing information, guidance, and encouragement, mentors can play an important role in nurturing college students. Mentoring of students by the teachers helps them to feel more connected and engaged on campus which ultimate improve the student's outcome. Mentoring programs place a strong emphasis on a positive youth development, reducing the likelihood that students will be engaged behaviors such as poor class attendance or drug use or any other bad conduct. It imbibes within the student a concern for the community such as civic engagement and college and career exploration as well as enhances confidence in dealing with challenges and issues.

The Practice

➢ Students are divided into groups of 7 to 14. Each group is assigned to a particular teacher who is to guide them academically and whenever need arise. The teacher becomes the mentor and the student is the mentee.

➢ Different activities are planned and organized in groups. A mentor assists and guides the mentee in academic projects and research project. They are taken for field visits and other educational places for exposure. The mentor becomes accountable for the student of their respective groups.

➢ Personal interaction: Mentors and Mentees have personal interactions on issues concerning the mentees.

➢ Financial assistance: There are some students who are not financially well-off. In such cases, mentors often help their mentees financially as well.

➢ Communication and interaction are one of the key factors for mentoring.

➢ There are various clubs which are established based on the interest of the students and mentors for each of these clubs who guide them and help them to grow as an individual and develop their skills.

Evidence of Success:

Mentorship program has helped the teacher (mentor) and the student (mentee) to benefit in a lot of ways. This program has enabled the relationship of the teacher-student to grow which has resulted in many gains. We have witness success in ways as follows:

➢ Satisfaction in enhancing skills in helping someone else to grow
➢ Gain fresh perspectives through interaction
➢ Further develops leadership skills including providing feedback, communication and interpersonal skills
➢ Create an environment that fosters personal and professional growth through the sharing of business information, skills, attitudes and behaviors
➢ Increased motivation and work satisfaction (for mentees and mentors)
➢ Enhanced people skills
➢ Improved performance of the student
➢ An enriched learning culture
➢ Accelerate processes for the identification, development and Provides a 'personalised' development opportunity to address individual learning needs
➢ Provides an opportunity to develop new skills and expertise
➢ Provides access to independent and objective perspectives
➢ Enhances confidence in dealing with challenges and issues
➢ Enhances networking opportunities
➢ Drives the student to set goals and to strive towards them
➢ Increases individual visibility and recognition in the organization
➢ Helps to clarify and enhance career direction and advancement
➢ Provides support during times of change and transition

Problems encountered and resources required:

The practice of mentoring is a carried out by the lecturers to the best of their ability that there is a high rate of success in achieving its purpose. Yet, there are few problems that limits the smooth working of the mentorship.

Activities with the mentees cannot be planed or organized as much due to lack of funds. To encourage students, there is a need to provide a platform for exposure or to build confidence. Very often, it is not possible to organized events where the talents and the skills of the students can be show cased due to lack of financial assistance.

Students are different and special in their own way. Though there are students who are willing to open up and share their concerns freely, there are students who are more introvert and reclusive, often these student provide a tough time for the mentors to talk and counsel them in areas and issues which concerns them. This provides a challenging situation for the mentor. Therefore, there is a need for the mentor to build a skill of mentoring to overcome this limitation.

Title of the Practice-II **PROMOTING SOCIAL RESPONSIBILITY**

Goal

1. To provide social dimension to the educational system of the college and inculcate social responsibility and commitment in the students.
2. To bring forth the team spirit and leadership qualities of the students and broaden their social outlook that will help them work for the welfare of the community.
3. To equip the students with skills, attitude and knowledge to work with the disadvantaged sections of society.
4. To play an integral role in developing, advancing, and serving the local community.
5. To assume responsibility for all our decisions and actions and ensure the best use of available resources.

Context: Government Hrangbana College has always encouraged its students to inculcate compassion to their fellow human beings and to be a blessing for the society. Mizoram is a state which has strong civil so and therefore the values of caring and sharing with the less privileged or the collective responsibility to emp the underprivileged is deeply imbibed in the nature of the students which is rather advantageous in carryir the practice of social responsibility. The purpose of education is not just preparing the students for a livel but also to make them good citizens and above all good human beings. The objective is to make them: reliant so that they can live with respect and dignity. Our college encourages a lifelong ethic of comm service.

Practice: The institution promotes social responsibility where students acquire attitude for services and training, contributive to community development, environmental awareness and holistic development:

The various groups of the college, after careful social survey and research of the people around Aizawl city, chalk out a list of what people around them are in need of, especially the under-privileged and vulnerable section. In accordance with these needs, their actions and activities are planned. These activities are as presented below:

➤ Blood Donation camp is regularly organized several times annually for Government and Non-Government hospitals.
➤ Constructions of Public Water Reservoirs benefit the local people to have adequate supply of water for their domestic purposes during dry season.
➤ Cleaning of public water reservoirs benefit the community to have water safe for drinking.
➤ Construction of waiting sheds benefits the passengers waiting for bus services to have shelter from sun and rain.
➤ Cleaning of Streets and Roads benefits the community to maintain clean, healthy and hygienic environment.
➤ HIV/AIDS/Malaria awareness campaign benefits the community to acquire knowledge on precaution from these pandemic/vector-borne diseases. Red Ribbon Club is established with peer educators appointed from each class.

- Special campaign in adopted villages benefits the concerned villagers to have community assets like Passengers Sheds, Water Reservoirs, and Urinals etc.
- Participation in the various programmes for social causes such as rally for blood donations,
- Various programmes to create awareness on anti-trafficking of human, tobacco and other drugs, liquor control etc.
- Organised Anti-Plastic Drive several times at adopted villages and in the city market area, the volunteers educated the shop owners on the harmful effects of plastic and distributed and demonstrated how to make paper bags. The institution and the various committees for extension activities understands that the highest participation can be achieved only through active participations.
- The promotion of activities begins by creating awareness among the students by announcements on the college website and other social media, through Principal's address during orientation, notices circulated in class rooms and displayed on notice board and the concerned faculty inform the students.
- The committees/agencies/services/societies also visit each classroom as a group, giving brief introduction to their activities, distributing forms and inviting them to register as members.
- Orientation programme are organised and all required information and requirements are given out. The students, who have special interest in training or undergoing special courses are given consideration in their attendance and due recognition is given as well for their participation and achievements.
- The faculty in each activity are appointed to supervise over the various committees, and participate in extension activities including training programs, workshops, seminars and field visits on related topics.
- The Department of Commerce undertakes various surveys in order to study the socio-economic state of Mizoram. A comparative study of the state budget with the annual expenditure incurred on the import of the beetlenuts & pan leaves for consumption of pan was studied by Mr. Lalrochuanga Pachuau(HOD, Commerce Department) and the sixth semester students. The results so derived gave an amazing insight to the ill effects of the pan eating habits of the Mizo people. Furthermore, Pu Lalrochuanga Pachuau and the students teamed up and took up the challenging task of studying the number of illegal immigrants undertaking business in Aizawl under a fake Mizo name/ownership. This was done to put notice to the community at large the need to curb such activities as it is a direct violation to law of the land.
- The Department of Political Science visited an Orphanage home 'HmangaihnaIn', cleaned up the campus and babysitted the children in the home.
- Psychology Department conducted Seminar on 'Sensitization and Prevention of Suicides' whereby awareness was created among the participants. They also visited schools of differently-abled students and helped them in their development.
- Education Department visited Govt.MiddleSchool, Chanmari and Tender Pre-Schools, conducted classes, tests and other co-curricular activities etc.
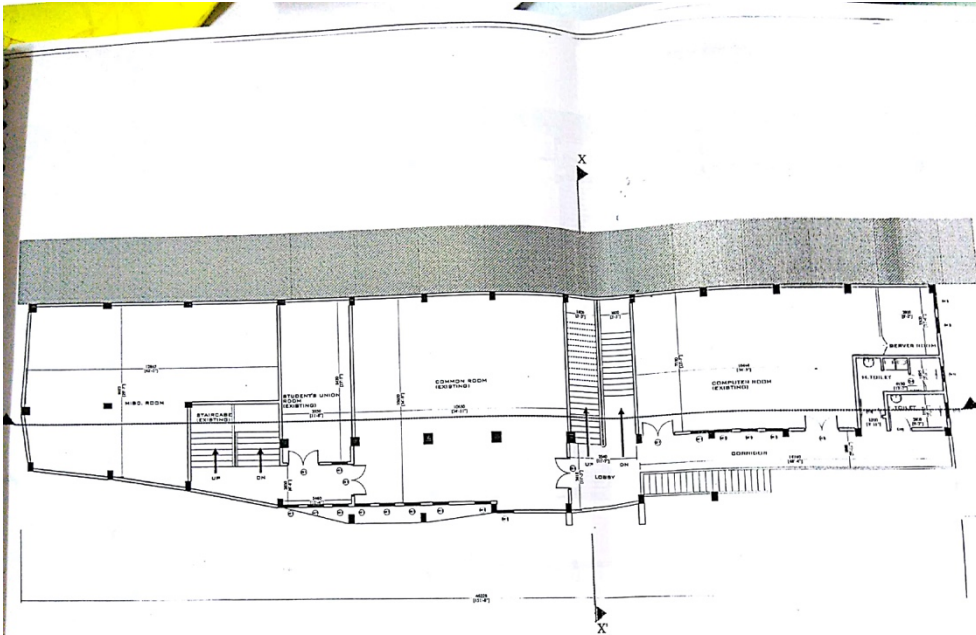
Evidence of Success:

The social responsibility programs have benefitted a lot of under-privileged section of the society. The media has given coverage to the work done by the college. Also several NGOs approach us for volunteers. The students have benefited a great deal. It has given them confidence in working with the community. It has been a process of self discovery for many.

2014-2015	**Second Prize** in Overall Category in Voluntary Blood Donation by MSACS.

Problems Encountered and Resources Required:

➢ There is limitation on funding. Though, there may many programs which can be planned and carried out for conducting social responsibility outreach program very often it cannot be done due to financial constraints.
➢ There is also problem of time constraints. These programs are conducted in between classes and holidays. Therefore, it is rather difficult to spare time for these programmes.

FIRST FLOOR PLAN

SECOND FLOOR PLAN

PLINTH AREA = 443.08 Sqm / 4769.27 Sqft

CHEDULE OF OPENINGS OF
SECOND FLOOR
IN MILLIMETER (mm)

WIDTH	HEIGHT	SILL	QTY.
1500	2100	0	5
900	2100	0	2
750	2000	100	1
800	1400+400(w+v)	900	15
800	450	2250	2

Project Title :

PROPOSED RENOVATION &
UPGRADATION OF Govt
HRANGBANA COLLEGE AT
CHANMARI, AIZAWL,
MIZORAM.

SECOND FLOOR PLAN

SCALE - 1:150 | SHEET NO. - 4

DATE - 28/01/2015.

Drawn By :

Architect
Mizoram Technocrats Company (P) Ltd
Aizawl : Mizoram
Architect
MTC Ltd.

Prepared By :

MIZORAM TECHNOCRATS COMPANY (P) Ltd
(MTC Ltd.)

THIRD FLOOR PLAN
PLINTH AREA = 882.07 Sqm / 9494.52 Sqft

SCHEDULE OF OPENINGS OF
THIRD FLOOR
IN MILLIMETER (mm)

WIDTH	HEIGHT	SILL	QTY.
1500	2100	0	5
1200	2100	0	3
960	2000	100	3
800	1400+400(w+v)	900	26
800	450	2250	4

FOURTH FLOOR PLAN
PLINTH AREA = 995.15 Sqm / 10711.7 Sqft

FIFTH FLOOR PLAN
PLINTH AREA = 1008.36 Sqm / 10853.89 Sqft

SIXTH FLOOR PLAN
PLINTH AREA = 995.95 Sqm / 10720.31 Sqft

SEVENTH FLOOR PLAN
PLINT AREA = 1011.84 Sqm / 10891.35 Sqft

ROOF PLAN

FRONT ELEVATION

Project Title:
PROPOSED RENOVATION & UPGRADATION OF Govt HRANGBANA COLLEGE AT CHANMARI, AIZAWL, MIZORAM.

CONTENT
FRONT ELEVATION

SCALE - 1:150   SHEET NO. - 10
DATE - 28/01/2015.

Drawn By:

Architect
Mizoram Technocrats Company (P) Ltd.
Aizawl : Mizoram
Architect
MTC Ltd.

Prepared By:

MIZORAM TECHNOCRATS COMPANY (P) Ltd.
(MTC Ltd.)
Sikulpuikawn, Aizawl, Mizoram.

SECTION-AA

GROUND FLOOR = 269.24 Sqm / 2898.07 Sqft.
FIRST FLOOR = 269.24 Sqm / 2898.07 Sqft.

Total Plinth Area = 538.48 Sqm   5796.15 Sqft.

Project Title:
PROPOSED ACADEMIC BLOCK FOR HRANGBANA COLLEGE AT MUTHI, AIZAWL, MIZORAM.

CONTENT
SECTION at AA

SCALE - 1:150   SHEET NO. - 5
DATE - 28/01/2015.

Drawn By:

Architect
Mizoram Technocrats Company (P) Ltd.
Mizoram Technocrats Company (P) Ltd.
Aizawl : Mizoram
Architect

Prepared By:

MIZORAM TECHNOCRATS COMPANY (P) Ltd.
(MTC Ltd.)