

**MINUTES OF THE MEETING AND ACTION TAKEN REPORT OF THE IQAC  
GOVT. HRANGBANA COLLEGE, AIZAWL, MIZORAM**

TIME : 6<sup>th</sup> July, 2015 @ 11:30 am

PLACE : Principal's Room

**MEMBERS PRESENT:**

1. Mr. Lal Rinawma, Principal - Chairman
2. Mr. Rokailiana, Vice-Principal
3. Mr. John K. Laldingliana, Coordinator
4. Dr. Sanny Tochwawng, Cm
5. Mr. H.P.Lalzuala, Cm
6. Mrs. Lalthlamuani Khiangte, Cm
7. Mr. Lalchatuana, Cm
8. Mr. Lalhmingthanga, Cm
9. Dr. Suprakash Maiti, Coordinator-NAAC Steering Committee
10. Dr. C. Zarzoliana, External Member, Joint Director, H&TE Dept.
11. Mr. Lallianzuala, Joint Director, QAC, H&TE Dept.

**I. OPENING:** The chairman, Mr. Lal Rinawma welcomed the members present and gave a brief introduction to the business at hand. He then requested the Coordinator to give a review and action taken report.

**II. REVIEW and ACTION TAKEN REPORT:**


- During the summer break, documentation of various activities were undertaken by the IQAC Core Team, preparation for quality initiatives for the new session was also discussed. It is suggested that the Parents Teachers Meeting and Alumni Meetings be organised again. Also, career guidance and counselling be a focal point coming session.
- To strengthen the college community for promoting corporate social responsibility, various social works activities has been undertaken by the various Departments, NSS, NCC, SSU, Psychology Innovation Club, Cleanliness and Beautification Committee etc.
- Infrastructural development has been vigorously taken up by the Building and Infrastructural Committee. Establishment of Satellite Campus is pursued and a Core team has been even appointed to do the pioneering work.

**III. ACTION PLAN: (July - December, 2015)**

1. Felicitation of students for academic excellence
2. Conduct and organise Parents-Teachers-Meeting
3. Organise meetings with the various committees for quality initiatives.
4. Training of teacher on innovative teaching practices.

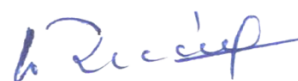
**IV. CLOSING :** The meeting was closed with a word of thanks from the chairman, at around 12: 30 pm.

Recording Secretary



(JOHN K. LALDINGLIANA)  
Coordinator

Chairman



(LAL RINAWMA)  
Principal

**MINUTES OF THE MEETING AND ACTION TAKEN REPORT OF THE IQAC  
GOVT. HRANGBANA COLLEGE, AIZAWL, MIZORAM**

TIME : 7<sup>th</sup> December 2015 @ 11:30 am

PLACE : Principal's Room

MEMBERS PRESENT:

- |  |  |
|--|--|
| 1. Mr. Lal Rinawma, Principal - Chairman                     | 2. Mr. Rokailiana, Vice-Principal      |
| 3. Mr. John K. Laldingliana, Coordinator                     | 4. Dr. Sanny Tochwawng, Cm             |
| 5. Mr. H.P.Lalzuala, Cm                                      | 6. Dr. Lalbiakzuali, Asst. Coordinator |
| 7. Mr. Lalhmingthanga, Cm                                    | 8. Mrs. Lalthlamuani Khiangte, Cm      |
| 9. Mr. Lalchatuana, Cm                                       |  |
| 10. Dr. Suprakash Maiti, Coordinator-NAAC Steering Committee |  |

**I. OPENING:** The chairman, Mr. Lal Rinawma welcomed the members present and gave a brief introduction to the business at hand. He then requested the Coordinator to give a review and action taken report.

**II. REVIEW and ACTION TAKEN REPORT:**

- 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
- The committee is also happy to report that the Alumni Association has always taken an active part in mentoring and inspiring the students. Their participation in all events and activities of the college is an evidence of their continued support.
- 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.
- A series of lectures were organised by the various departments, committees and the college as a whole, eminent professors and experts for special lectures on various fields of knowledge were invited for the events.
- Organised 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

**III. ACTION PLAN:**

1. Provide assistance and guidance for the various extension activities.
2. Initiate and guide quality related activities to the various committees.
3. NAAC Peer Team Recommendations- to continue initiatives as far as possible.

**IV. CLOSING :** The meeting was closed with a word of thanks from the chairman, at around 12: 30 pm.

Recording Secretary



(JOHN K. LALDINGLIANA)  
Coordinator

Chairman



.. (LAL RINAWMA)  
Principal

**MINUTES OF THE MEETING AND ACTION TAKEN REPORT OF THE IQAC  
GOVT. HRANGBANA COLLEGE, AIZAWL, MIZORAM**

TIME : 15<sup>th</sup> January, 2016 @ 11:30 am

PLACE : Principal's Room

**MEMBERS PRESENT:**

- |  |                                   |
|--|-----------------------------------|
| 1. Mr. Lal Rinawma, Principal - Chairman                           | 2. Mr. Rokailiana, Vice-Principal |
| 3. Mr. John K. Laldingliana, Coordinator                           | 4. Dr. Sanny Tochwawng, Cm        |
| 5. Mr. H.P.Lalzuala, Cm  | 6. Mrs. Lalthlamuani Kiangte, Cm  |
| 7. Mr. Lalchatuana, Cm   | 8. Mr. Lalhmingthanga, Cm         |
| 9. Dr. Lalbiakzuali, Asst. Coordinator                             |                                   |
| 9. Dr. Suprakash Maiti, Coordinator-NAAC Steering Committee        |                                   |
| 10. Dr. C. Zarzoliana, External Member, Joint Director, H&TE Dept. |                                   |

**I. OPENING:** The chairman, Mr. Lal Rinawma welcomed the members present and gave a brief introduction to the business at hand. He then requested the Coordinator to give a review and action taken report.

**II. REVIEW and ACTION TAKEN REPORT:**

- Documentation of various activities of the college
- Promotion and nurturing of the culture of academic excellence.
- Facilitate the mentoring system for students in all departments of the college.
- Extension and enrichment of library and laboratories
- 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.
- 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.

**III. ACTION PLAN:**

1. Conducted and analysed the teaching learning evaluation feedback from students
2. Conducted and monitored academic performance audit on all the department.
3. Facilitated in organising remedial classes for students with poor academic performance.


**IV. CLOSING :** The meeting was closed with a word of thanks from the chairman, at around 12: 30 pm.

Recording Secretary



(JOHN K. LALDINGLIANA)  
Coordinator

Chairman



(LAL RINAWMA)  
Principal

**MINUTES OF THE MEETING AND ACTION TAKEN REPORT OF THE IQAC  
GOVT. HRANGBANA COLLEGE, AIZAWL, MIZORAM**

TIME : 27<sup>th</sup> May 2016 @ 11:30 am

PLACE : Principal's Room

**MEMBERS PRESENT:**

- |  |  |
|--|--|
| 1. Mr. Lal Rinawma, Principal - Chairman | 2. Mr. Rokailiana, Vice-Principal                            |
| 3. Mr. John K. Laldingliana, Coordinator | 4. Dr. Sanny Tochwawng, Cm                                   |
| 5. Mr. H.P.Lalzuala, Cm                  | 6. Dr. Lalbiakzuali, Asst.Coordinator                        |
| 7. Mrs. Lalthlamuani Khiangte, Cm        | 8. Mr. Lalchatuana, Cm                                       |
| 9. Mr. Lalhmingthanga, Cm                | 10. Dr. Suprakash Maiti, Coordinator-NAAC Steering Committee |

**I. OPENING:** The chairman, Mr. Lal Rinawma welcomed the members present and gave a brief introduction to the business at hand. He then requested the Coordinator to give a review and action taken report.

**II. REVIEW and ACTION TAKEN REPORT:**

- Promotion and nurturing of the culture of academic excellence through 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 mentor-mentee
- Extension and enrichment of library and laboratories through purchase of new books, periodicals, reference books, journals and equipment.
- 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.

**III. ACTION PLAN:**

1. Create awareness on various quality related issues such as research works, environment, cleanliness, corporate social responsibilities etc.
2. Create awareness on various quality related issues such as research works, environment, cleanliness, corporate social responsibilities etc.
3. Extension and enrichment of library and laboratories

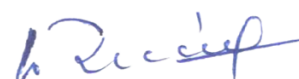
**IV. CLOSING :** The meeting was closed with a word of thanks from the chairman, at around 12: 30 pm.

Recording Secretary



(JOHN K. LALDINGLIANA)  
Coordinator

Chairman



(LAL RINAWMA)  
Principal