



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

GOVT. KOLASIB COLLEGE

- Name of the Head of the institution **T. Zahmingliana**
- Designation **Principal (In Charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03837-220027**
- Mobile No: **9436143132**
- Registered e-mail **govtkolasibcollege@gmail.com**
- Alternate e-mail **gkciqac@gmail.com**
- Address **Venglai, Kolasib, Mizoram**
- City/Town **Kolasib**
- State/UT **Mizoram**
- Pin Code **796081**

2. Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Mizoram University**
- Name of the IQAC Coordinator **Christopher J Z Lawlor**
- Phone No. **03837222184**
- Alternate phone No.
- Mobile **9436143309**
- IQAC e-mail address **gkciqac@gmail.com**
- Alternate e-mail address **hruaiac@hotmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/1d4180204311d711e0863b650f0a51f0/aqar-report-2019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/9f1142603ec5f33162203d949e16c048/academic-calendar-2020-2021.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	IS- 67.00	2006	21/05/2006	20/05/2011
Cycle 2	B	2.07	2019	18/10/2019	17/10/2024

6. Date of Establishment of IQAC

11/07/2006

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Conduct of internal academic and administrative audit.
2. Conduct of Faculty Development Programme to enhance online teaching skills to cope with pandemic situation
3. Development of questionnaire for online student satisfaction survey (SSS) and feedback from various stakeholders for curriculum design and development.
4. Support and monitor the activities of various departments, committees, cells and clubs of the college.
5. Facilitate students to take part in various community services.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Upgrading Teachers' knowledge on online teaching methods.	Faculty Development Programme and workshop conducted on
Reach out to students with limited internet access.	Offline classes were conducted for students having practical work with Covid Appropriate Behaviours . Few remedial classes were also conducted in offline mode. Reading materials and lecture notes were provided to the students both in soft and hard copies.
Cultivate a sense of social responsibility in the students.	Encourage and Support the students to take part in various community outreach programmes through the NSS, Red Ribbon Club and the Eco Club.
Enrichment Program for students	Conducted a workshop in collaboration with the Department of English to enhance students communication skills on April 16, 2021 titled
Observing important National and International Days	Observed National Education day, National Science Day, Constitutional Day, International Yoga Day, National Unity Day, World Environment Day

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

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• IQAC e-mail address	gkciqac@gmail.com				
• Alternate e-mail address	hruaiac@hotmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/1d4180204311d711e0863b650f0a51f0/aqar-report-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/9f1142603ec5f33162203d949e16c048/academic-calendar-2020-2021.pdf				
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Cycle 2	B	2.07	2019	18/10/2019	17/10/2024
6.Date of Establishment of IQAC			11/07/2006		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	<p>Yes</p>	
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<ul style="list-style-type: none"> If yes, mention the amount 		
<p>11.Significant contributions made by IQAC during the current year (maximum five bullets)</p>		
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<p>3. Development of questionnaire for online student satisfaction survey (SSS) and feedback from various stakeholders for curriculum design and development.</p>		
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<p>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</p>		
Empty content area for the plan of action and outcome		

Plan of Action	Achievements/Outcomes
Upgrading Teachers' knowledge on online teaching methods.	Faculty Development Programme and workshop conducted on
Reach out to students with limited internet access.	Offline classes were conducted for students having practical work with Covid Appropriate Behaviours . Few remedial classes were also conducted in offline mode. Reading materials and lecture notes were provided to the students both in soft and hard copies.
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13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	

Year	Date of Submission
2022	27/01/2022

15.Multidisciplinary / interdisciplinary

Not applicable for AQAR 2020-2021

16.Academic bank of credits (ABC):

Not applicable for AQAR 2020-2021

17.Skill development:

Not applicable for AQAR 2020-2021

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Not applicable for AQAR 2020-2021

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Not applicable for AQAR 2020-2021

20.Distance education/online education:

Not applicable for AQAR 2020-2021

Extended Profile**1.Programme**

1.1

14

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

603

Number of students during the year

File Description	Documents
Data Template	View File

2.2	213
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	152
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	61
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	51
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	21
Total number of Classrooms and Seminar halls	
4.2	2,108,589
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	81
Total number of computers on campus for academic purposes	
Part B	

CURRICULAR ASPECTS**1.1 - Curricular Planning and Implementation**

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum followed by the College is designed and planned by Mizoram University to which the College is affiliated. The College has developed a structured and effective system for implementation of the curriculum. The various means through which the institution executes its curriculum are: Academic Calendar, Meetings of College Executive Committee (CEC) and Teaching Faculty, Mentoring System and Remedial Classes.

Academic Calendar: The IQAC prepares the Academic Calendar at the beginning of each semester to ensure timely delivery of curriculum to the students. The Calendar serves as an important guideline to complete the syllabus and all other activities such as monthly tests, internal tests, assignments, seminars, sports, etc.

Meetings of College Executive Committee (CEC) and Teaching Faculty: The College Executive Committee (CEC), the highest decision-making body of the institution takes care of all policy matters regarding functioning of all aspects of the College administration, academics and finance. All committees are answerable to the CEC and Student Grievance Redressal is also taken care of by it. Meeting of Teaching Faculty is also convened to resolve certain academic issues.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/9f1142603ec5f33162203d949e16c048/academic-calendar-2020-2021.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution follows the Academic Calendar prepared by the IQAC to ensure timely conduct of Continuous Internal Evaluation (CIE). As per Mizoram University guidelines, there are three components - test, assignment and attendance by which an overall performance of each student is evaluated.

Each department carries out the CIE by preparing all the entries which are submitted to the Examination Committee of the College which in turn submits the compiled marks to the University in online mode.

The initiatives taken by the Examination Committee may be summarized as follows:

1. Conduct of internal tests, internal practical exams and end semester exams including appointment of invigilation duty.
2. Taking up the task of compiling all cumulative internal marks in both theory and practical, and of uploading compiled marks to the University portal.
3. Allotment of seating arrangements for students for both internal and external examinations.
4. Special arrangement for online internal assessment during pandemic situation in accordance with the University guidelines.
5. Special arrangement for both online and offline examinations during pandemic situation for final year students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/9f1142603ec5f33162203d949e16c048/academic-calendar-2020-2021.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

263

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

263

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Teachers in the college strictly adhere to the code of Professional ethics as mentioned in clause 17.0 of the UGC Regulations, 2018. This regulation has also been uploaded in the college website. Women Empowerment Cell of the college has been working towards welfare of the girls' students and promotion of gender equity. This cell interacts with girl-students at regular intervals to see that no sexual harassment or gender discrimination takes place in the college. The NSS and Red Ribbon Club organize many outreach programmes and campaigns to inculcate basic human values and respect for the dignity of fellow human beings to the students and the faculty, the college organizes such as blood donation, cleaning drive, helping the needy and distributing face masks during the pandemic etc. The campus is ragging free. Anti-Ragging Cell has been constituted and rules against ragging are displayed in the campus. To raise students' environmental awareness and help them develop sensitivity to environmental issues, Environmental Studies has been made compulsory paper in the fourth Semester for undergraduate courses. Apart from this, the College's Eco Club has planted many trees within the campus. Important environment days such as World Forestry day, World Environment Day, World Water Day are observed by planting trees and making posters. The Counseling Cell provides counseling to students as per their needs.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**1**

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**14**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://govtkolasibcollege.edu.in/uploads/attachments/2022/08/e26c5164456fed9c7c04491872dcb0a0/survey-result-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

430

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

314

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Identifying the type of learners in every classroom is significant to ensure that slow learners and advanced learners are taken care as per their needs and also to help them out for improvement in their academics. The college has been assessing the learning levels of the students right from the commencement of the programme based on their last examination results, internal assessments and performance. Both advanced and slow learners are given guidance through the college's mentoring system. The academic performances are analysed to understand and assist any student with issues that affect their ability to learn their academic success. However, online mode of learning due to Covid19 pandemic makes the process of identifying advanced and slow learners and person to person mentoring a challenging task. For slow learners and anyone in need of help with regards to the course content, bilingual remedial classes are conducted online. Simple and standard course materials are provided to them. Every department within the college manages to carry out no less than one online counselling session per one tutorial group. One-on-one interaction/discussion through phone calls and WhatsApp messages are also conducted when necessary. Advanced learners are provided books, articles and journals for further reading.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
603	61

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The College believes in adopting student centric methods to involve students and ensure their participation in learning and problem solving methodologies. Slow learners and advanced learners are identified based on their continuous assessments. Remedial classes are provided specially for slow learners while mentoring system is also implemented through online mode. However, online mode of teaching due to pandemic does not provide opportunities for students to become active participants in many areas. Practical sessions are conducted for students having practical such as science, BCA and geography students. Online group discussion and presentation of assigned topics in each paper are carried out to develop participative learning. Students also take active part in webinars and invited lectures conducted by different departments of the college.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The sudden shift to online teaching and learning enables teachers to go beyond the traditional method of teaching. All the teachers are able to use the ICT tools like desktop, laptops and smart phones for teaching and easier communication with the students. Video conferencing platforms like Google meet and Zoom are used to take online classes. Google classroom is used to create classes, post reading and learning materials, grade assignments and send feedback to students. Additional resources and reading materials in the form of PDF notes, PPT, e books, you tube links to documentaries and lectures, audio and video recordings are also provided to students. Moreover, teachers also use and form Whatsapp Groups to communicate to students important information about topics and to send links for online classes. Tests are also

conducted through online mode by using Google platforms. To equip teachers further to handle ICT tools for better teaching and communicating with students, the College had organized a Faculty Development Programme and Workshop on "Online Teaching Platforms" and "Effective Use of Google classroom". Moreover many teachers attended various online FDP programmes organized by reputed Universities and colleges which had greatly enhanced their knowledge and skill on E- teaching.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

31

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

891

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- The Institute notifies evaluation process and related documentation on the notice board as well as on the website of the institute. This includes distribution of marks and schedule of internal evaluation and university evaluation.
- The Institute prepares an Academic Calendar in line with the affiliating University calendar prior to the commencement of the academic year.
- The Institute organizes Orientation Programs to the students especially the first semester students to acquaint them with the rules and regulations of the affiliating University, examinations, evaluation process, extra-curricular activities etc.
- The schedule of internal assessment is communicated to students and faculty in the beginning of the semester through institute academic calendar.
- Schedule for end semester examination is communicated during the semester as and when schedule is released by the university. Two internal examinations are conducted for each semester. First and second internal examinations for odd semester are held in October, 2020 and November, 2020 respectively. For even semester, internal examinations are held in March, 2021 and April, 2021 respectively. Student assignments are given by the teachers in each Class/Semester.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Transparency initiatives at institute level:

- The Institute notifies evaluation process and related documentation on the notice board as well as on the website of the institute. This includes distribution of marks and schedule of internal evaluation and university evaluation.
- The Institute prepares an Academic Calendar in line with the affiliating University calendar prior to the commencement of

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- The Institute organizes Orientation Programs to the students especially the first semester students to acquaint them with the rules and regulations of the affiliating University, examinations, evaluation process, extra-curricular activities etc.
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- Student assignments are given by the teachers in each Class/Semester.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution follows the syllabi prescribed by Mizoram University. The syllabus of each programme clearly states the objectives of the course. The College instructed the Departments to prepare their own Programmes and Course Outcomes based on the prescribed syllabi and objectives. All the faculty members are aware of this Programme and Course outcomes and hence prepare their lesson plan on the basis of the learning outcomes. At the beginning of each academic session, the students are oriented about the courses' objectives and Course and Programme Outcomes. The hard copy of the syllabi are also kept in the Library for reference. The Programme and Course outcomes are also clearly displayed in the College website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

For each course offered by the college, a unique set of learning outcomes have been defined. Students attainment of Programme Outcomes and Course Outcomes is measured on the basis of their performances in continuous internal examinations and final University examinations. Continuous and comprehensive evaluation through class tests, remedial classes, mentoring, participation in co-curricular activities, extension services etc. are other forms of measuring the outcomes of the students not only in academics but in co-curricular activities which are well recognized by the College. Attainment of Course outcomes is also measured through the students' feedback on the course and the alumni teachers based on the questionnaires prepared by the IQAC. The questionnaire contains questions on the course content to find out the learning values, application, depth of course, coverage of course, effort required by students, course relevance and the overall ratings on each courses at the different departments. Feedback are analysed and based on the feedback, steps to improve learning outcomes are discussed at each department. Students' progression to higher education is also another indicator for the attainment of COs/POs. For the academic session of 2020-2021, all the above mentioned programmes and activities were conducted through online mode by the exam committee and respective departments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

135

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://govtkolasibcollege.edu.in/page/survey-result>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Institution has rendered its services through different committees that participated in sensitizing students to social issues and holistic development. However, during the academic year 2020-2021, not many social activities could be undertaken by the students due to the Covid 19 pandemic. The NSS team participated in Plantation Activities on 17.07.2020. Tree Plantation was carried out at Regional Sports Training Centre at Saidan, Kolasib for observance of Green Mizoram Day. On 24th September 2020, N.S.S Foundation Day was celebrated by donating blood at District Hospital, Kolasib. Special Camping were organised at four villages in Kolasib district- Meidum, Saipum, Bukpui and Phainuam during December, 2020 to January, 2021. In these special campings, Public Water Point, Public Waiting Shed and public urinals were renovated. Masks were distributed free of cost by N.S.S volunteers to vendors at local markets in Kolasib Town to curb the spread of COVID 19. These Masks were homemade by N.S.S volunteers of the college. Participating in these social activities through the NSS programs provides diversified opportunities to students in the college to develop their personality through community service. Volunteer's interactions with the villagers during special camping exposes them to the realities of life and bring about a change in their social perception. Students are more keen to engage themselves for the development of the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

9

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

175

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The campus is spread over 41,422.533 sq.ft (25.59 bighas). It is well-connected with main road; is easily approachable and it is also surrounded with lush green trees. There are a total of 21 classrooms. Big classrooms capable of accommodating more than 100 students and smaller classrooms for smaller number of students such as core subjects. There are 3 classrooms with projector facilities and 2 classrooms with wifi/LAN facilities. Six Departments namely Physics, Chemistry, Botany, Zoology, BCA and Geography have their own laboratories equipped with abundant water supply, electricity, gas and ICT tools. Language laboratory fully equipped with wifi facilities was set up with RUSA Fund in the year 2016. The laboratories are designed with safety features to secure atmosphere for practical work in the curriculum. The college also has one (1) multipurpose Hall with fully equipped ICT facilities. Administrative building, fully wifi-enabled, houses the Principal's room, the Vice-Principal's room, Establishment section, Exam and Admission related room, IQAC & RUSA, and the Professor's common room. The library has a spacious reading room with sufficient number of tables and chairs. The library computer is equipped with Soul 2.0 software for easy borrowing and returning of books. The College provides well-maintained boys and girls hostels for out of station students. There are also separate rooms for the Students' Union, NSS, Pink Club, Washroom for boys and girls. The college has one cafeteria which caters to the needs of the faculties as well as the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://govtkolasibcollege.edu.in/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College is committed to creating a balanced environment of academic, cultural, sports, and other co-curricular activities for the holistic development of the students. Various facilities are accessible to the students to engage themselves in these activities. A standard Basket Ball Court has been constructed in 2018 in the college courtyard. The college has a standard Table Tennis placed in the basement of one of the classrooms. Teachers

and students play Table Tennis here. As for indoor games the college has Carrom Boards, Chess Boards, Drought Boards, Chinese Checkers. Some of the outdoor games facilities include Javelin, Volley Ball, Football etc. which the students use during the college week held every year. The Cultural Club of the college under, the guidance of the Teacher-in-charge, is well equipped with necessary equipments and dress. The Adventure Club of the college has Rappelling and Jumaring equipments. The institution has a functional Games & Sports committee responsible for overseeing and encouraging the performance of students in this respect. Annual Sports and Cultural Week is organized each academic year to ensure the development of healthy competition, physical well being, sportsmanship and teamwork among students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://govtkolasibcollege.edu.in/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

A Library Committee was formed by the Principal. The Committee worked tirelessly to have a standard Library. At the initiative of the committee the college bought ILMS software (SOUL 2.0.7) and installed in the Library Computer on 30th July, 2012. The Library Assistant and her colleagues started working with this software. Unfortunately, the Library was burgled in February, 2016 and the software was taken away. The Library was shifted and lodged inappropriately at the basement of the Office building for it is better secure, being RCC building. Since the software has become a must, new software (SOUL version 2.0.7) was bought and reinstalled in August, 2016. And this is still in use today.

The Library is fully automated. All Library cardholders are given unique identification number and their biodata are stored. The books of the Library are registered and shelved Department wise which facilitates easy access to any book. Fine payers are recorded with dates and amount. Failure to return books on due date is easily detected. Library users can easily come to know how many books are issued to them. Books are catalogued and barcoded which fact facilitates issue and return of books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://govtkolasibcollege.edu.in/page/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

C. Any 2 of the above

books Databases Remote access toe-resources	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.1811	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
8	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
Computer Center was set up in the college in 2006 with the 30 sets of IBM Computer received from NEC. JIOFI was installed under Reliance Company in 2018 with the speed of up to 10 Mbps, which is	

extended to Wi-Fi network making the College campus and hostel wifi-enabled. Bachelor of Computer Application (BCA) was introduced in 2007 with a Computer Laboratory where all the computers were equipped with an upgraded hardware and software. The college has an official website looked after by a special team of administrators. Through the website all the activities of the college and important notices concerning academics, examinations are uploaded on the website duly approved by the administrator and the Principal. The library computer is equipped with Soul 2.0 software for easier borrowing and returning of books. And INFLIBNET was also established in the college library to promote and implement computerization of operations and services in the libraries and to provide reliable access to online documents and articles. Language laboratory was set up with RUSA Fund in the year 2016 and was equipped with updated IT facilities and software such as SONAKO designed for learning English. In the year 2018, Course On computer Concept (CCC) was introduced to impart a basic level IT Literacy programme for the students and staff of the college along with the local people.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://govtkolasibcollege.edu.in/

4.3.2 - Number of Computers

81

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution practices a policy of decentralization of authority for efficient maintenance and best utilization of its available resources. The following initiatives are taken to implement the policy:

1. The College has Building Committee to supervise new construction and extension needed from time to time and also the overall infrastructural maintenance of the College.
2. The College has different committees which are entrusted to look after the maintenance of internet and Wi-Fi facilities, physical infrastructures like canteen, parking zone, hostels, sports ground, library, RO water filter, toilet, etc.
3. For the maintenance and repair of computers, the College takes assistance of special technical experts.
4. Electrification and water supply system of the institution are being regularly monitored and maintained.
5. Classrooms, staff rooms, seminar halls, laboratories, etc. are cleaned and maintained regularly by non-teaching staff of the College. Dustbins are placed in every room on all the floors.
6. The College has got two solar power systems which are utilized for lighting and power backup to the computers and other instruments. In addition, the College has got a generator for emergency power supply.

7. Proper inspection is done and verification of stock takes place at the end of every year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://govtkolasibcollege.edu.in/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

513

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
File Description	Documents
Link to institutional website	https://govtkolasibcollege.edu.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	E. None of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In order for any institution to flourish, it is imperative that there is coordination between the stakeholders. The institution advocates the representation and engagement of the students in various administrative, co-curricular and extracurricular activities. The Student's Union serves as a link between the management, and the student community. The Student Union, working in close co-ordination with the Student Welfare Committee, organizes various important events in the college such as Freshers Social, Graduation Day, College Annual Week etc.

- The principal is the President of the Students Union. For the 2020-21 academic session, Students Union Leaders were appointed by the College Executive Committee as elections could not be held as usual.
- Lists of Student Union Leaders 2020-21

Vice President- Lalremsanga, Department of Mizo

General Secretary- Ramdingliana, Department of Mizo

Asst. General Sec.- Vanlalpeki, Department of Geography.

Debating Secretary - Malsawmdawngliani,

Outdoor Games Sec.- K.Malsawmtluanga,

Indoor Games Sec. - Mesak Thangsiamlia,

Social & Cultural Sec. - Lalremthanga,

Magazine Editor- Bhanu Chhetri

All the secretaries are from 3rd semester, BA.

- The Students Union could not hold many Co-curricular activities including Fresher's Social and Graduation Day due to Covid -19 lockdown. But College week was held from 22nd to 26th February.
- As regards to representation of students in academic and administrative bodies/committees of the institution, the Vice-President and the General Secretary of the students Union are members of the Internal Quality Assurance Cell

(IQAC). Students actively participated in the NSS, and various clubs of the college.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institutions aims and strives to create and maintain a strong and positive relationship thereby fostering a lifelong bond between the institute and its alumni. Since its inception, the Alumni Association of the college has always been offering extensive support for the betterment of the institution. The notable alumni share their professional experience with students and motivate them through various activities like delivering guest lectures and workshop on career prospects thus helping the students in personality development and career building. The alumni also participate in various activities of the college. The alumni are largely connected with the college through social media platform. The alumni give feedback on curriculum, the recent

trends and the job opportunities which help in continuous improvement and quality enhancement of the institution. During the reporting period owing to the restrictions and circumstances dictated by the pandemic, the Association did not have the chance to interact with the students nor take part in any college activities. No contribution is received from the alumni association for the year 2020-21 as well. However, online feedback on administrative and academic performances were received from the alumni and analysed by IQAC.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/page/alumni-feedback-form
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:To provide quality higher education to the people of Kolasib District in particular and people of other areas in general. Our motto is "To enlighten".

Mission: To make students conscientious and righteous citizens.

Nature of governance: The administration is run by the Principal who is appointed by the State government. Proposals from the IQAC and the various committees are received by the Principal, and from these proposals action plans are chalked out. Action plans are assigned to concerned committees for implementation. Meeting of the Teaching Staff reviews outcomes of action plans.

Perspective plans: The bounden duty of the College is to provide quality education so as to attract students from Kolasib district

and other areas too and to be at par with reputed colleges within and outside the state. Being the only Higher Education Institution in the district, offering 3 courses namely BA, BSc, BCA up till now the College satisfies the need of the district.

Participation of teachers in decision making bodies: All operations of the College are managed by committees and cells constituted for academic and non-academic activities. College interest as a whole is discussed in the Teaching Staff Meeting. There are twenty six (26) committees and subcommittees including seven (7) clubs. Each of these committees makes decisions in line with its terms of reference whereby new infrastructure and equipment are procured and installed, renovation of laboratories is done, training of staff, etc. are arranged.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Government Kolasib College practices decentralization and participative management by allotting various activities to committees and subcommittees for the smooth and efficient management of the college. There are twenty-six (26) committees and seven (7) clubs whose terms of reference are clearly defined. They are decision-making bodies and are empowered to design, formulate, and execute their plans.

Case Study: The Admission & Examination Cell: This cell/committee handles admission of students and all matters relating to examinations. It designs application form for admission, issues the forms to candidates and receives the filled-in forms along with the fees. It schedules interview dates and time for selection of candidates. Selection of candidates is done by representatives of every department appointed by the Cell and members of the Admission and Examination Cell.

As regards to Continuous Internal Assessment, the Cell prepares schedule for first and second internal examinations. After the second internal examination each department is required to compile final Continuous Assessment (C.A.) marks of students. Before

sending the final C.A. marks to the University they are put up on the Students' Notice Board for verification by the students.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In view of the Covid-19 pandemic situation that prompted transformative teaching/learning practices, the IQAC at the beginning of the academic session has included in its strategic/perspective plan enhancement of teachers' proficiency in online teaching methods. In an effort to attain this end, the College with the initiative of the IQAC, organized Faculty Development Programme and Workshop titled "Online Teaching Platforms" and "Effective Use of Google Classroom". Teachers were given training on use of various online learning tools and resources, pedagogical methods appropriate for an online course, ways to be innovative and creative and to have an impactful online presence. Moreover many teachers attended various online programmes like FDP, STTP, etc. organized by reputed colleges and universities which greatly enhanced their knowledge and skills on e-teaching and learning. As a result of these efforts, all teachers of the College are adept in using online teaching tools. Google Classroom is used by each teacher to create classes, upload learning materials, grade assignments and send feedback to students. Students on their part gained from these experiences which is evident from the positive result of attendance and participation in online classes, internal evaluation and university examinations. The institution functioned smoothly throughout the academic session in accordance with the Academic calendar.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://govtkolasibcollege.edu.in/page/annual-plan
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

As a State government institution the administration is run by the Principal who is appointed by the State government. However, the Principal acts in consultation with the apex committee known as the College Development Committee which is comprised of seven (7) senior teachers. All operations of the college are managed by committees and cells constituted with specific functions assigned to them. At present there are twenty-six (26) committees and subcommittees including seven (7) clubs, each headed by the Principal. Proposals from the IQAC and the various committees (formed of the faculty members) are received by the Principal, and from these proposals action plans are unanimously chalked out. Action plans are assigned to concerned committees for implementation. Regular meeting of the Teaching Staff reviews outcomes of action plans. Necessary changes in action plans are sometimes made for better outcome. Each of these committees makes decisions in line with its terms of reference. College interest as a whole is discussed in the Teaching Staff Meeting which is held frequently. In this meeting the works of and difficulties encountered by each committee/cell are discussed and solutions to the difficulties are suggested. Improvement strategies are also decided upon in the meeting. The various committees work zealously to comprehend and adapt to changing academic and societal environment.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	E. None of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Since its inception Government Kolasib College has drawn up two welfare schemes, 1) Teaching Staff Welfare Scheme and 2) Staff Welfare Scheme for teaching and non-teaching staff together.</p> <p>1. Teaching Staff Welfare Scheme: Article IX of the Constitution of Government Kolasib College Teachers' Association (Revised & Enlarged, 2012) lays down rules/guidelines for utilization of welfare fund of the Teaching Staff. Each teacher contributes monthly towards welfare fund, the rate of which is fixed from time to time by the General Body Meeting.</p> <p>Welfare fund is utilized for:</p> <ol style="list-style-type: none"> 1.felicitation on marriage of its member 2.financial assistance to a sick member 3.condolence gift on the death of husband/wife/son/daughter of a member 4.condolence gift on the death of a member 5.farewell gift to a member going on superannuation pension <p>2. Staff Welfare Scheme: The Staff Welfare Scheme Rules (4th</p>	

Amendment, 2016) that each member shall contribute as:

Group A: Rs. 200/- per month

Group B: Rs. 150/- per month

Contract Teacher: Rs. 120/- per month

Group C: Rs. 100/- per month

Group D, Part-time and MR: Rs. 50/- per month.

Staff Welfare fund shall be utilized for:

1. Condolence

2. Farewell gift:

a) on superannuation pension of a member

b) on voluntary retirement of a member

3. Financial assistance to:

a) a member in critical illness

b) on marriage of a member

c) a member in need if the Executive Committee Meeting or the General Body Meeting decides so.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

21

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

An effective performance appraisal system plays a key role in the assessment of an employee's overall job performance. It also helps in developing and motivating the employees which contribute towards the efficient and effective functioning of the institution. Govt. Kolasib College has performance based appraisal system for the Assessment of teaching and non-teaching staff and it follows the appraisal system suggested by UGC i.e. Performance Based Appraisal System (PBAS

All teaching faculties fill prescribed Proforma for self-appraisal.

The PBAS is classified into three categories, such as:

1.Part A: General Information about the faculty

2.Part B: Academic Performance Indicator and it is divided into three sub-categories such as:

Category I: Teaching, Learning and evaluation related activities.

Category II: Co-Curricular, Extension, Professional Development Related Activities

Category III: Research, Publications and Academic Contributions

3. Part C: Other Relevant Information such as details of credentials, significant contribution

At the end of each academic year i.e April-March, the annual self assessment for the performance based appraisal is collected from each faculty member in the proforma suggested by the UGC.

There are separate Performance Report Forms for Group B, Group C and Group D non-teaching faculties of the college in a prescribed form which they fill up themselves.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Since the year, 2020, the institution has started conduction internal and external financial audits annually at the end of financial year. Internal audit is done by the teachers suitable and appropriated for the job and the external audit is done by a Charter Accountant. Up until now there have not been ay audit objections to address.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

2 Lakhs

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution follows a prudent strategy for mobilization and optimal utilization of resources following the directions and recommendations of University Grants Commission. Requirements are submitted to the Principal by the Head of Departments and chairperson or nodal officer of various committees and cells. During the Reporting period, the college did not receive any grants from UGC, RUSA, or the State Government. The only source of funds for college maintenance is from the meagre amount received as course fees collected during students' admission.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to cope with the new strategy to be adopted to overcome the challenge of sharing online material with students, conducting tests, and evaluation works, all while having a composite view of the student strength in the different classes, the College conducted a one-day online webinar on Google Classroom, which was conducted by Mr. Christopher J.Z. Lawlor, Associate Professor on [date], for Teachers of the College.

The webinar covered the following topics:

1. Registering the students Class-wise to the Google Suite/Classroom

2. Making Classrooms for Students, adding and deleting Faculty and Students

- a. Using Google Classroom to communicate with the students
- b. Providing information and study material
- c. Conduct of tests, quizzes
- d. Using Google Forms for conduct of online tests
- e. How to evaluate students in the Google Classroom suite

Mr. Lalrinchhana, Assistant Professor, conducted a webinar on the use of Google Meet and Zoom for imparting online lectures, on [date]

The webinar covered topics:

1. Using the Google Meet/Zoom system
2. How to send invite links
3. How to add/ moderate members
4. How to make presentation - from the browser, and other applications
5. How to take attendance
6. How to manage feedback sessions

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/page/iga-c-functions
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The College has a mechanism of reviewing the teaching-learning process, especially in view of the Covid pandemic.

1. The various Departments of the College are encouraged to conduct Departmental meetings, wherein the attendance of the students in online classes is reviewed, and students with low percentage of attendance are informed to maintain the minimum required percentage of attendance.
2. The Departments are also expected to evaluate the students' performance through class tests, internal assessment examinations and assignments (written/ presentations).
3. The slow learners/ low performers are expected to improve based on the guidance of the teachers.
4. The teachers of the College are also requested to provide the students with relevant study materials and links to online resources.
5. Feedback is sought from student and alumni.

File Description	Documents
Paste link for additional information	https://govtkolasibcollege.edu.in/page/igac-functions
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution is fundamentally ingrained with gender equity goals. Women Empowerment Cell constituted on 23rd January, 2018 has been working to create an atmosphere of gender-equality among students and to infuse girl-students with confidence. Helpline numbers are available for complaints of student's grievances for female students in the college. Awareness against Sexual harassment etc. is generated by displaying posters with relevant Constitutional provisions in the college campus. The Mentor-Mentee programme initiated by the college provides opportunity to identify female students in need of counseling, guidance and support and seeks professional help accordingly. In connection with this, the institution has Legal Experts and Counselor to deal with the matter. There is a spacious and comfortable common room for girls where girls can relax, socialize or conduct meeting. Owing to the pandemic, most co-curricular activities were suspended for this session. However, Women Empowerment Cell took steps to create awareness on gender equity by circulating in students' Whatsapp groups, posters displaying theme on gender equity along with helpline numbers for any aggrieved girl-students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College has a basic waste-management system, and is dependent heavily on the collection mechanism by the state government's Urban Development and Poverty Allevation Department.

- Solid waste management. The College generates about 15kg of solid wastes per day, including paper, some plastics, etc. These are collected in garbage bins and assorted into (bio-)degradable and non-degradable wastes, which are collected and disposed off by the UD&PA waste-disposal mechanism.

- Liquid waste management. Liquid waste is disposed off via drains that lead to the sewage system.

- Biomedical waste management. Not applicable

- E-waste management. The College generates minimal e-waste. Since there is no separate facility for disposal of e-waste, the same is collected along with solid wastes and disposed off regularly by

the UD&PA waste-disposal mechanism.

- Waste recycling system. Not applicable.
- Hazardous chemicals and radioactive waste management. Not applicable.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://docs.google.com/document/d/12iwS2w0GjDpk0FlNaiHhTSYiW_6AFgTy/edit?usp=sharing&oid=111676019013981302173&rtpof=true&sd=true
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College is located in a predominantly tribal area, with the Mizo tribe comprising a larger percentage of the local community. There is a large Gorkha community in Kolasib, and there are some students from this community admitted to the College every year. It is important to note that the culturally different communities have existed coexisted in the state since ages.

During 2020-2021, the enrolment data of Students to various courses in the College reflected Scheduled Tribe (Mizo) 573, Scheduled Caste nil, General 30 numbers of students in the different categories.

There are no deliberate or overt measures to provide an inclusive and tolerant, harmonious environment, since this is already well ingrained in and part of the cultural ethos of the local society.

- There is an inclusive and cordial atmosphere in the College, and no segregation based on cultural, linguistic or religious, or socio-economic differences. Students are at liberty to sit and intermingle with each other in their classrooms.

- During social work (hnatlang) students of all socio-cultural backgrounds participate voluntarily and freely.

- During important social activities of the College, such as College Week, sports and debating events, etc., students of all socio-cultural backgrounds participate voluntarily and freely.

- Students of all communities are encouraged to perform their songs and cultural dances at College functions.

- Students of all communities are encouraged to contribute their articles to the annual College magazine.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Due to covid 19 pandemic, the college was closed for most part of the reporting academic year and only some of the NSS volunteers could take part in some activities related to the awareness on constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

1. National Education Day 2020 National Education Day 2020 was observed on 11th November, 2020. Due to Covid-19 pandemic and the protocol thereof, online platform was adopted to celebrate the event. The IQAC of the College prepared a common presentation regarding the contributions of Maulana Azad and the importance of education. The presentation was thus shared all the students.

2. National Science Day 2021 The College organized a webinar to celebrate and observe National Science Day 2021 jointly with Mizoram Science, Technology & Innovation Council (MISTIC). Since 28th February 2021 fell on Sunday, the programme was conducted on Monday, the 1st March 2021, on the theme "Future of Science, Technology & Innovation: Impacts on Education, Skills & Work". Three resource persons from the College made presentations. The webinar was attended by 43 participants.

3. National Unity Day (Rashtriya Ekta Diwas) was observed on 31st October 2020 by the NSSvolunteers.

4. Constitutional Day (Samvidhan Divas) also known as National Law Day was observed at Government Kolasib College on 26th November 2020 by N.S.S. volunteers to commemorate the adoption of the Constitution of India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the Practice: Online Teaching-Learning-Evaluation during Covid pandemic

Objectives of the Practice:

- Conduct teaching- learning and evaluation to the fullest extent as possible.
1. Prepare the teachers and students for the Semester examinations in online mode.
 2. Prepare the infrastructure and supporting staff involved in examination process adequately.
 3. The Context: Since the onset of the Covid pandemic, the College adopted Standard Operating Procedures (SOPs) and adopted strategies for online teaching-learning and evaluation, keeping in mind the timeline of the Academic Calendar of the University.
 4. The Practice:
 1. Teachers and Students were given training on use of Google Suite for distribution of study material, conduct of tests, and evaluative strategies using Google Forms.
 2. Teachers were provided training on use of Google Meet, Zoom and other online platforms for conducting teaching.

Evidence of Success: The strategized planning and implementation of the academic processes showed positive impact on the student attendance in classes, participation in online examination and submission of assignments. All these were conducted in the online environment.

1. Practical Classes were conducted offline after the required theory component was taught online.
2. Problems Encountered and Resources Required: Difficulties were encountered due to the remote location of some students, and occasional poor cellular network

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Outreach programme - National Service Scheme

The College has had an active National Service Scheme (NSS) Unit, whose volunteers serve an important aspect of the College, through which community upliftment programmes are conducted, thereby inculcating in the students a sense of social responsibility.

Since the area of Kolasib District is wide compared to the number of Institutions with NSS, and number of NSS units, there are many activities that can be conducted. However, during the reporting timeframe, issues such as the Covid pandemic and lockdown measures, road distances to the various locations, availability of materials, etc., all contribute to challenges of the community service of the NSS. Besides, the College bus was requisitioned by the District Administration for transporting the Covid positive suspected patients.

The Programme Officers (PO) of the NSS Units of the College and the student volunteers make a schedule according to the activity list of the NSS, keeping in mind the daily class routine and examination schedule. Several programmes have been conducted despite the Covid pandemic: Cleanliness Drive, Blood donation, Tree plantation, Special Camping, Observance of important days, Training and Seminars, and other miscellaneous activities.

The community outreach programme by the NSS units of the College are very successful, despite the pandemic and sporadic lockdown measures. The NSS have contributed much to the local community, not only within Kolasib Town but also throughout the Kolasib District, as well as frontline workers.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To update E-Resources in the Library.
2. To organise faculty development program for teaching faculty and training programmes for non-teaching staff
3. To encourage faculty members to apply for research projects under various schemes of GOI, to publish research papers, to organize seminars and to participate in workshops/training programs to get expertise in the contemporary area of their research.
4. To build up the various cells and clubs of the college to organize more extensive community outreach programmes.
5. to provide opportunities to students to acquire skills for improving employability and entrepreneurial abilities.
6. To encourage students participation in various inter-college and University sports and cultural events.