



GOVERNMENT OF MIZORAM

**CITIZENS' CHARTER FOR
GOVERNMENT KOLASIB
COLLEGE**

FOR THE YEAR 2022



Citizens' Charter for Government Kolasib College for the year 2022

ADDRESS: KOLASIB, MIZORAM

WEBSITE: GOVTKOLASIBCOLLEGE.EDU.IN

DATE OF ISSUE: 30.06.2022

Kolasib College was established by a meeting of important local leaders on 19th July 1978. It was first affiliated to the North-Eastern Hill University (NEHU) up to the Pre-University level in 1979 and, shortly after, it was given recognition by the State Government. Affiliation to the University up to the Degree level was gained in 1982. In 1985, Kolasib College was accorded deficit status by the State Government. Kolasib College was taken over by the State Government under Provincialization Rules from 31st January 1992, and then came to be known as Government Kolasib College. The College is presently affiliated to Mizoram University since the establishment of the latter in 2000.

Government Kolasib College is co-educational, offering Bachelor of Arts, Bachelor of Science, and Bachelor of Computer Applications courses. It is recognized by the University Grants Commission under 2 (f) and 12 (B) of the UGC Act. It was re-accredited by the National Assessment and Accreditation Council with B+ in 2019.

Government Kolasib College is located within Kolasib town, in two campuses – at Khuangpuilam and at Venglai localities of Kolasib.

VISION AND MISSION

Vision

It was the absence of Higher Education Institution in Kolasib District that prompted the founding of Government Kolasib College. A large majority of rural tribal youth of the northern part of Mizoram, after matriculation, could not pursue studies for their families could ill afford the financial burden of studying at Aizawl or outside the state. This fact evoked a strong desire, and establishing a college was called forth. True to the original aspiration the vision of Government Kolasib College is **to provide quality higher education to the people of Kolasib District in particular and people from other areas in general.**

Mission

The motto goes **“To enlighten”**.

The founding fathers and the first team of teachers declared: **“Our mission is to make students conscientious and righteous citizens”**.

CONTACT DETAILS

Name of Principal

T Zahmingliana

Address

Venglai, Kolasib, Mizoram. PIN Code 796081

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Fax

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E-mail

govtkolasibcollege@gmail.com

Website

<https://govtkolasibcollege.edu.in>

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MAIN SERVICES

| Sl. No. | Services delivered by the department/ office to citizens or other departments/ organizations including non-governmental | Responsible Official with designation | E-mail ID and mobile phone number | Process for delivery of the service within the department/ office | Documents, if any, required for obtaining the service to be submitted by citizen/client | Fees, if any, for the service, with amount |
|---------|---|---|-----------------------------------|--|---|--|
| 1 | Student Admission | T Zahmingliana, Principal | 9862368005 | Application Form to be filled in, and submitted along with required documents and fees. | Education Certificate and Marksheet of passing HSSLC (Class XII). Caste/Tribal Certificate, if applicable | As mentioned in the Prospectus for different Courses |
| 2 | Examination and Results | Mr T Lalremruata, Assistant Professor & Convener | 8974809691 | Examination Form submitted with requisite fees | Photocopy of Marksheet of last examination | As mentioned in the Prospectus for different Courses |
| 3 | Academics | Heads of all academic departments | - | Classroom teaching, assignments, class tests, internal assessments, practical, field study | - | - |

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|---|-------------------------|--|------------|--|---|---|
| 4 | Library services | Mr Christopher J.Z Lawlor, Associate Professor | 8794743309 | Members may access and borrow text books and internet repositories | - | - |
|---|-------------------------|--|------------|--|---|---|

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|-----------------------------------|-------------------------|---|--|--|--|---|
| 5 Student-centric services | | | | | | |
| (a) | Women Empowerment Cell | Mrs Padmini Thapa, Associate Professor | 9862673113 | | - | - |
| (b) | Anti-Ragging Cell | Dr. Tracy Laldhawmi Assistant Professor | 9862958326 | Maintenance of ragging free campus | - | - |
| (c) | Legal Awareness | Malsawmtluanga, Assistant Professor & Coordinator | somahrahse133@gmail.com 9862742098 | Propagation of legal awareness | - | - |
| (d) | Anti-Tobacco Cell | | | Maintain the College tobacco free. Receive complaints against COPTA infringements and impose fines | Written complaint, with photographic proof if possible. Confidentiality is maintained. | - |
| (e) | Sports | Mrs R Lalthakimi Assistant Professor & Convener | 9862655456 | Promotion of sports | - | - |
| 5 Extension services | | | | | | |
| (a) | National Service Scheme | Ms Vanlalmangaihi, Assistant Professor and Programme Officer | lalmangaihi41114@gmail.com 9863370224 | Enrolled students participate as NSS volunteers | - | - |
| | | Mr F. Malsawmtluanga, Assistant Professor and Programme Officer | malsomafanai73@gmail.com 9612760701 | | | |

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| | | R.D. Lalnunsanga Assistant Professor and Programme Officer | sangtea259@gmail.com 9774387281 | | | |
| | | Ms. Lalrinpuii Assistant Professor and Programme Officer | 9862501866 | | | |
| (b) | Red Ribbon Club | Ms Vanlalmangaihi, Assistant Professor and Professor Incharge | lalmangaihi41114@gmail.com 9863370224 | Enrolled students participat e as RRC volunteer s | - | - |
| (c) | Cultural Club | Mrs R Lalthakimi Assistant Professor & Convener | 9862655456 | Enrolled students participat e to promote cultural activities | - | - |
| (d) | Alumni Association | Mr T. Lalremruata Assistant Professor & Professor Incharge | remruata568@gmail.com 8974809691 | Registere d alumni volunteer to support student activities | - | - |
| 6 | Other services | | | | | |
| (a) | Internal Quality Assurance Cell (IQAC) | Dr. Lallianzuali Chhangte Assistant Professor & Coordinator, IQAC | 9366339274 | Monitorin g, recording and maintaine nce of quality measures within the College Assessm ent and accreditati on Teaching/ Lesson plan Student feedback Publicatio n of AQAR and other reports | | |

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|-----|---|---|------------|--|---|---|
| (b) | Rastriya Uchhtra Shiksha Abhiyan (RUSA) | Mr Laltanpuia Rengsi Vice Principal & Coordinator, RUSA | 8257898856 | Developm ent of College infrastruct ure and services through RUSA | - | - |
|-----|---|---|------------|--|---|---|

SERVICE DELIVERY STANDARD

| Sl. No. | Services delivered by the department/ office to citizens or other departments/ organizations including nongovernmental organizations | Stipulated time for delivery of service (days/weeks/months) | Remarks, if any |
|---------|--|---|-----------------|
| 1 | Academic and Student-centric services | 12 months | |
| 2 | Extension service | 3 months (subject to proposed conditions) | |
| 3 | Add-on service | 6 months | |

GRIEVANCE REDRESSAL MECHANISM

Website to lodge grievances: <https://govtkolasibcollege.edu.in>

| Sl. No. | Name of responsible Officer to handle public grievance in the department/ office | Contact number | E-mail | Time limit for redress of grievances |
|---------|--|----------------|--------|--------------------------------------|
| 1 | T Zahmingliana | 9862368005 | | 1 month |
| 2 | Laltanpuia Rengsi Associate Professor & Vice-Principal | 8257898856 | | 1 month |

LIST OF STAKEHOLDERS/CLIENTS

| Sl. No. | Stakeholder/ Client |
|---------|---------------------|
| 1 | Students |
| 2 | Students' Parents/ |
| 3 | Teachers |
| 4 | Non-Teaching Staff |
| 5 | Alumni |

EXPECTATION OF THE DEPARTMENT/OFFICE FROM CITIZENS/SERVICE RECIPIENTS

| Sl. No. | Expectation of the Department/Office from Citizens/Service recipients |
|---------|---|
| 1 | Submission of required documents at the time of admission |
| 2 | Class attendance above 75% |
| 3 | Completion of all internal assessments (tests and assignments) |
| 4 | Submission of proposals for extension activities |
| 5 | Cross-checking of information before submission of grievances |

Kolasib, dated the 30th June 2022

T Zahmingliana
Principal,
Government Kolasib College, Kolasib-
796081, Mizoram.