**ACADEMIC & ADMINISTRATIVE AUDIT REPORT**

**July 2018 to June 2021**

**DEPARTMENT OF MIZO**

**GOVERNMENT KAMALANAGAR COLLEGE**

**1. PROFILE OF THE DEPARTMENT.**

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| **Sl. No.** | **Items** | **Descriptions** |
| **1.1** | **Name of the Department** |  Mizo |
| **1.2** | **Name of the Head of Department** |  ZD. Ramngamzaua |
| **1.3** | **Faculty strength and paper/subject taugh** |
| **2018-2019** | **Name of regular faculty** | **Designation** | **Qualification(s)** | **\* Paper Number/Code** | **\* Name of Paper** |
| 1) ZD. Ramngamzaua | Assisstant Professor | MA (Mizo) | MIZ/I/EC/01 (Unit 5 & 6)MIZ/III/FC/05 (Unit 1 – 3)MIZ/V/CC/07 (Unit 1 – 5)MIZ/IV/EC/04 (Unit 5)MIZ/VI/CC/12b (Unit 1 – 5) | Poetry – IIntroduction to Mizo Lang. & LiteraturePoetry – IIEssaysSelected English Prose |
| 2) Sainghingliani Sailo  | Assisstant Professor | MA (Mizo), M. Phil. | MLMIZ/III/FC/05 (Unit 4 & 5)MIZ/III/EC/03 (Unit 1 & 2)MIZ/V/CC/05 (Unit 1 – 5)MIZ/II/EC/02 (Unit 3 & 4)MIZ/VI/CC/10 (Unit 1 – 5) | Introduction to Mizo Lang. & LiteratureFiction – ITheory of LiteratureDrama – IFiction - II |
| 3) K. Zonunmawii | Assisstant Professor | MA (Mizo), M. Phil. | MIZ/V/CC/06 (Unit 1 – 5)MIZ/II/EC/02 (Unit 1 & 2)MIZ/VI/CC/11 (Unit 1 – 5) | Selected English PoemsDrama – IMizo Language and Grammar |
| 4) Lalremliana | Assisstant Professor | MA (Mizo) | MIZ/I/EC/01 (Unit 1 – 4)MIZ/III/EC/03 (Unit 3 & 4)MIZ/V/CC/08b (Unit 1 – 6)MIZ/IV/EC/04 (Unit 1 – 4)MIZ/VI/CC/09 (Unit 1 – 5) | Poetry – IFiction – IProse WritingEssaysHistory of Mizo Literature |

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| **2019-2020** | **Name of regular faculty** | **Designation** | **\*Qualification(s)** | **\* Paper Number/Code** | **\* Name of Paper** |
| 1) ZD. Ramngamzaua | Assisstant Professor | MA (Mizo) | MIZ/I/EC/01 (Unit 1 & 2)MIZ/V/CC/07 (Unit 1 – 5)MIZ/II/EC/02 (Unit 2 & 4)MIZ/VI/CC/11 (Unit 1 – 5)MIZ/VI/CC/12b (Unit 1 – 5) | Poetry – IPoetry – IIDrama - IMizo Language and Grammar Selected English Prose |
| 2) Sainghingliani Sailo  | Assisstant Professor | MA (Mizo),M. Phil. | ML MIZ/III/FC/05 (Unit 5)MIZ/III/EC/03 (Unit 1 & 2)MIZ/V/CC/05 (Unit 1 – 5) | Introduction to Mizo Lang. & LiteratureFiction – ITheory of Literature |
| 3) K. Zonunmawii | Assisstant Professor | MA (Mizo),M. Phil. | ML MIZ/III/FC/05 (Unit 1 - 4)MIZ/V/CC/06 (Unit 1 – 5) | Introduction to Mizo Lang. & LiteratureSelected English Poems |
| 4) Lalremliana | Assisstant Professor | MA (Mizo) | MIZ/I/EC/01 (Unit 3 – 6)MIZ/III/EC/03 (Unit 3 & 4)MIZ/V/CC/08b (Unit 1 – 6)MIZ/IV/EC/04 (Unit 1 – 5)MIZ/VI/CC/09 (Unit 1 – 5)MIZ/VI/CC/10 (Unit 1 – 5) | Poetry – IFiction – IProse WritingEssaysHistory of Mizo LiteratureFiction - II |
| **2020-2021** | **Name of regular faculty** | **Designation** | **Qualification(s)** | **\* Paper Number/Code** | **\* Name of Paper** |
| 1) ZD. Ramngamzaua  | Assisstant Professor  | MA (Mizo)  | MIZ/I/EC/01 (Unit 3 - 5)MIZ/III/EC/03 (Unit 1 & 2)MIZ/V/CC/07 (Unit 1 – 5)MIZ/IV/EC/04 (Unit 4 & 5)MIZ/VI/CC/12b (Unit 1 – 5) | Thutluang (Prose & Essays) - IFiction - IPoetry – IIEssaysSelected English Prose |
| 2) K. Zonunmawii | Assisstant Professor | MA (Mizo),M. Phil. | ML MIZ/III/FC/05 (Unit 4 – 5)MIZ/V/CC/06 (Unit 1 – 5)MIZ/II/EC/02 (Unit 4 & 5)MIZ/VI/CC/11 (Unit 1 – 5) | Introduction to Mizo Lang. & LiteratureHla (Poetry) – ISelected English PoemsMizo Language and Grammar |
| 3) Lalremliana | Assisstant Professor | MA (Mizo) | MIZ/I/EC/01 (Unit 1 & 2)MIZ/III/EC/03 (Unit 3 & 4)MIZ/V/CC/05 (Unit 1 – 5)MIZ/V/CC/08b (Unit 1 – 6)MIZ/IV/EC/04 (Unit 1 – 3)MIZ/VI/CC/09 (Unit 1 – 5) | Thutluang (Prose & Essays) - IFiction - ITheory of LiteratureProse WritingEssaysHistory of Mizo Literature |

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| **1.4** | **Name of attach, guest faculty, contract faculty, part time faculty** | **\* Duration** | **\* Qualification(s)** | **\* Paper Number/Code** | **\* Name of paper** |
| **2018-2019** |  Nil |  |  |  |  |
| **2019-2020** | Nil |  |  |  |  |
| **2020-2021** | Jeho Lalrinhlua(Casual Teacher) | One Year | MA (Mizo & Cultural Studies) | ML MIZ/III/FC/05 (Unit 1 – 3)MIZ/V/CC/08b (Unit 1 – 6)MIZ/II/EC/02 (Unit 1 – 3)MIZ/VI/CC/10 (Unit 1 – 5) | Introduction to Mizo Lang. & LiteratureProse WritingHla (Poetry) – IFiction - II |
|  |  | **2018-2019** | **2019-2020** | **2020-2021** |
| **1.5** | Details of awards, honours, recognitions received by faculty member(s) and department(s) | NIL | NIL | NIL |
| **1.6** | Number of Departmental meeting held. | NIL | NIL | NIL |

**2. ENROLLMENT AND EVALUATION**

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| --- | --- | --- |
| **Sl. No.** | **Items** | **Description(s)** |
| **2018-2019** | **2019-2020** | **2020-2021** |
| **2.1** | Intake capacity | 50 | 50 | 50 |
| **2.2** | Teacher-Student ration | **1:7** | **1:6** | **1:4** |
| **2.3** | Semester –wise student’s enrollment. |
|  | **2018-2019** | **2019-2020** | **2020-2021** |
| Semester | Male | Female | Total | Male | Female | Total | Male | Female | Total |
| 1st/2nd Semester | 13 | 06 | 19 | 08 | Nil | 08 | 02 | 01 | 03 |
| 3rd/4th Semester | 04 | Nil | 04 | 10 | 04 | 14 | 05 | Nil | 05 |
| 5th/6th Semester | 02 | 03 | 05 | 03 | Nil | 03 | 04 | 04 | 08 |

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| **2.4** | **Category-wise student’s enrollment.** |
|  |  | **2018-2019** | **2019-2020** | **2020-2021** |
| Male | Female | Male | Female | Male | Female |
| SC | ST | OBC | Gen | SC | ST | OBC | Gen | **Total** | SC | ST | OBC | Gen | SC | ST | OBC | Gen | **Total** | SC | ST | OBC | Gen | SC | ST | OBC | Gen | **Total** |
| 1st/2nd Semester |  | 13 |  |  |  | 06 |  |  | 19 |  | 08 |  |  |  |  |  |  | 08 |  | 02 |  |  |  | 01 |  |  | 03 |
| 3rd/4th Semester |  | 04 |  |  |  |  |  |  | 04 |  | 10 |  |  |  | 04 |  |  | 14 |  | 05 |  |  |  |  |  |  | 05 |
| 5th/6th Semester |  | 02 |  |  |  | 03 |  |  | 5 |  | 03 |  |  |  |  |  |  | 03 |  | 04 |  |  |  | 04 |  |  | 08 |
| **2.5** | **External Examination Results.** |
|  | Semesters | **2018-2019** | **2019-2020** | **2020-2021** |
| Number of students appeared | Number of students passed | Number of students appeared | Number of students passed | Number of students appeared | Number of students passed |
|  | Male | Female | Total | Male | Female | Total | Male | Female | Total | Male | Female | Total | Male | Female | Total | Male | Female | Total |
| 1st Semester | 13 | 05 | 18 | 07 | 05 | 12 | 08 | - | 08 | 04 | - | 04 | 03 | 01 | 04 | 03 | 01 | 04 |
| 3rd Semester | 04 | - | 04 | 02 | - | 02 | 07 | 04 | 11 | 04 | 04 | 08 | 04 | - | 04 | 04 | - | 04 |
| 3rd Semester (MIL - Mizo) | 04 | 01 | 05 | 02 | 01 | 03 | 07 | 04 | 11 | 05 | 04 | 09 | 03 | - | 03 | 03 | - | 03 |
| 5th/ Semester | 02 | 03 | 05 | 01 | 01 | 02 | 03 | - | 03 | - | - | - | 04 | 04 | 08 | 04 | 04 | 08 |
| 2nd Semester | 12 | 04 | 16 | 03 | 04 | 07 | 07 | - | 07 | 03 | - | 03 | 03 | 01 | 04 | 03 | 01 | 04 |
| 4th Semester | 04 | - | 04 | 04 | - | 04 | 05 | 04 | 09 | 03 | 04 | 07 | 04 | - | 04 | 03 |  - | 03 |
| 6th Semester | 02 | 03 | 05 | - | 01 | 01 | 03 | - | 03 | 03 | - | 03 | 04 | 04 | 08 | 04 | 04 | 08 |

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| **2.6** | **Division-wise external examination results** |
|  | **2018-2019** |
|  | Semesters | Number of students passed grade wise | Position attained in the Top Ten rank(In 6th Semester Under Graduate Examination) |
| F | C | B | B+ | A | A+ | O |
| 1st Semester | 06 | 06 | 05 | 01 | - | - | - |
| 3rd Semester | 02 | 01 | 01 | - | - | - | - |
| 3rd Semester (MIL - Mizo) | 02 | 01 | 01 | 01 | - | - | - |
| 5th/ Semester | 03 | 02 | - | - | - | - | - |
| 2nd Semester | 09 | 03 | 04 | - | - | - | - |
| 4th Semester | - | 01 | 02 | 01 | - | - | - |
| 6th Semester | 04 | 01 | - | - | - | - | - |
| **2019-2020** |
|  | Semesters | Number of students passed grade wise | Position attained in the Top Ten rank(In 6th Semester Under Graduate Examination) |
| F | C | B | B+ | A | A+ | O |
| 1st Semester | 04 | 01 | 01 | 01 | 01 | - | - |
| 3rd Semester | 03 | 02 | 01 | 04 | 01 | - | - |
| 3rd Semester (MIL - Mizo) | 02 | 03 | 01 | 05 | - | - | - |
| 5th/ Semester | 03 | - | - | - | - | - | - |
| 2nd Semester | 04 | - | 01 | 02 | - | - | - |
| 4th Semester | 02 | 01 | 01 | 05 | - | - | - |
| 6th Semester | - | - | 02 | 01 | - | - | - |
|  | **2020-2021** |
|  | Semesters | Number of students passed grade wise | Position attained in the Top Ten rank(In 6th Semester Under Graduate Examination) |
| F | C | B | B+ | A | A+ | O |
| 1st Semester | - | - | - | - | 02 | 02 | - |
| 3rd Semester | - | - | - | - | 02 | 02 | - |
| 3rd Semester (MIL - Mizo) | - | - | - | - | - | 02 | 01 |
| 5th/ Semester | - | - | - | - | - | 08 | - |
| 2nd Semester | - | 01 | - | 02 | - | - | - |
| 4th Semester | 01 | 01 | - | 01 | - | - | - |
| 6th Semester | - | 01 | 01 | 04 | 02 | - | - |

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| **2.7** | **Teacher-wise record of pass percentage in the last External Examination** |
|  |  | **2018-2019** | **2019-2020** | **2020-2021** |
|  | Name of teacher | Semester taught | Paper Number / Code | Pass Percentage | Semester taught | Paper Number / Code | Pass Percentage | Semester taught | Paper Number / Code | Pass Percentage |
| 1) ZD. Ramngamzaua | 1st Semester | PAPER - I | 66.66% | 1st Semester | PAPER - I | 50% | 1st Semester | PAPER - I | 100% |
| 3rd Semester | MIL(MIZO) | 60% | 5th Semester | PAPER - VII | 100% | 3rd Semester | PAPER - III | 100% |
| 5th Semester | PAPER - VII | 80% | 2nd Semester | PAPER - II | 42.85% | 5th Semester | PAPER - VII | 100% |
| 4th Semester | PAPER - IV | 100% | 6th Semester | PAPER - XI | 100% | 4th Semester | PAPER - IV | 66.66% |
| 6th Semester | PAPER - XII(b) | 20% | 6th Semester | PAPER - XII(b) | 100% | 6th Semester | PAPER - XII(b) | 100% |
| 2) Sainghingliani Sailo | 3rd Semester | MIL(MIZO) | 60% | 3rd Semester | MIL(MIZO) | 81.81% |  |  |  |
| 3rd Semester | PAPER - III | 50% | 3rd Semester | PAPER - III | 72.72% |  |  |  |
| 5th Semester | PAPER - V | 80% | 5th Semester | PAPER - V | 33.33% |  |  |  |
| 2nd Semester | PAPER - II | 43.75% |  |  |  |  |  |  |
| 6th Semester | PAPER - X | 100% |  |  |  |  |  |  |
| 3) K. Zonunmawii  | 5th Semester | PAPER - VI | 40% | 3rd Semester | MIL(MIZO) | 81.81% | 3rd Semester | MIL(MIZO) | 100% |
| 2nd Semester | PAPER - II | 43.75% | 5th Semester | PAPER - VI | 0% | 5th Semester | PAPER - VI | 100% |
| 6th Semester | PAPER - XI | 60% |  |  |  | 2nd Semester | PAPER - II | 100% |
|  |  |  |  |  |  | 6th Semester | PAPER - XI | 100% |
| 4) Lalremliana | 1st Semester | PAPER - I | 66.66% | 1st Semester | PAPER - I | 50% | 1st Semester | PAPER - I |  |
| 3rd Semester | PAPER - III | 50% | 3rd Semester | PAPER - III | 72.72% | 3rd Semester | PAPER - III | 100% |
| 5th Semester | PAPER – VIII(b) | 100% | 5th Semester | PAPER – VIII(b) | 100% | 5th Semester | PAPER - V | 100% |
| 4th Semester | PAPER - IV | 100% | 4th Semester | PAPER - IV | 77.77% | 5th Semester | PAPER – VIII(b) | 100% |
| 6th Semester | PAPER - IX | 60% | 6th Semester | PAPER - IX | 100% | 4th Semester | PAPER - IV | 66.66% |
|  |  |  | 6th Semester | PAPER - X | 100% | 6th Semester | PAPER - IX | 100% |
| 5) Jeho Lalrinhlua |  |  |  |  |  |  | 3rd Semester | MIL(MIZO) | 100% |
|  |  |  |  |  |  | 5th Semester | PAPER – VIII(b) | 100% |
|  |  |  |  |  |  | 2nd Semester | PAPER - II | 100% |
|  |  |  |  |  |  | 6th Semester | PAPER - X | 100% |

**3. CURRICULAR ESPECT. (70 Points)**

|  |  |  |  |  |  |
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| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| **3.1** | **Contributions towards curriculum design and development.** (Approx. 100 words) | The department gave a written suggestions to Board of Studies, Department of Mizo, MZu regarding revision of syllabus on 15th Febraury, 2019. | **5** |  |  |
| **3.2** | `**How is curriculum delivery administered?** (Approx. 100 words) | * During the two academic years 2018-2020, the Department prepared time table and teachers’ Log Book. The faculty meeting planed the programme in every academic session and distributed duties and responsibilities.
* Offline Classroom teaching: Each faculty member conducted classroom lectures, discussions and questioning and Internal Tests Giving and collecting Assignments. It also provided previous question papers and probable questions.
* During the academic year, 2020-2021, offline classroom teaching is not available due to Covid-19 pandemic; the Department prepared time table. All teachers used WhatsApp for teaching Since MZU introduced new revised syllabus and student can not bought from market, all teachers provided the text and other study materials, previous questions and probable questions through WhatsApp group. MCQ also provided in each Unit through pdf, MS word, WhatsApp. Assignments are given and collected through WhatsApp. Internal Tests are conducted through Google Forms.
 | **10** |  |  |
| **3.3** | **Whether teaching plan and teaching dairy are maintained**(Tick the appropriate response) | Teaching dairy(Teachers’ Log Book) maintained for all Semester sessions  | **5***Maintaining both = 5**Maintaining one only = 3* |  |  |
| **3.4** | **Whether monthly/periodic faculty meeting is conducted? Mention the date of meetings** | **10***Monthly =10**Periodic = 5**Others = 3* |  |  |
|  | 1) Monthly |  |  |
| 2) Quarterly |  |
| 3) Others |  |

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| **3.5** | **Value added courses, diploma introduced, if any** |  |  |  |
|  | Name of course | Duration | Sponsoring agency | Certifying authority | Nos of participants |
| 1) |  |  |  |  |
| 2) |  |  |  |  |
| **3.6** | **Number of students awarded honours, recognitions, etc. at state, national & international level** | **10***State level = 2**National level = 3**International level = 5* |  |  |
|  | Level | Name | Award | Event |
| State: | 1) |  |  |
| 2) |  |  |
| National:  | 1) |  |  |
| 2) |  |  |
| International | 1) |  |  |
| 2) |  |  |
| **3.7** | **Whether structured feedback is received and analised from : (Tick the appropriate response)** | **10***All three = 10**Any two = 7**Anyone = 3* |  |  |
|  | *1) Alumni* |  |
| *2) Students* | Yes |
| *3) Parents* | Yes |
| **TOTAL** | **70** |  |  |

**4. TEACHING-LEARNING AND EVALUATION. (120 points)**

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| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remarks by Assessor** |
| **4.1** | **Whether classrooms are ICT enabled?** | No.  | **10***5 or more items = 10**4 or more items = 5* |  |  |
| **4.1** | **Percentage of teachers using ICT in teaching** | 25% | **10***80% and above = 10**60% - 78% = 5**59 and below = 3* |  |  |
| **4.3** | **E-Resources and tools available** |  | **5** |  |  |
| **4.4** | **Utilisation of teaching aids** | * Teaching aids like, whiteboard and marker pen, maps, book, reference books and journals are used for offline classess.
* Due to Covid-19 pandemic, offline class are not available. WhatsApp and Google Form are generally used for online teaching, Class test, Assignment and all Internal examninations.
 | **5** |  |  |
| **4.5** | **Aggregate of syllabus coverage in percentage** | 90% - 100%  | **10***90% - 100% = 10**80% - 89% = 7**60% - 79% = 5**59% and below = 3* |  |  |
| **4.6** | **Whether parents teacher meeting was organized? If yes, give details.****(Approx. 100 words)** | No | **10** |  |  |
| **4.7** | **Was remedial class arranged? If so, how often was it arranged?** *(Approx. 50 words)* | Remedial classes are arranged. | **10** |  |  |
| **4.8** | **Mention the category for which Remedial Class has been arranged.** (Tick the appropriate response) | **5***For both category = 5**For one category = 3* |  |  |
|  | *1) Backlog learners* | **Yes** |
| *2) Slow learners* | **Yes** |

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| **4.9** | **How were gifted learners supported?***(Approx. 50 words)* |  | **10***5 item or more = 10**4 items or less 5* |  |  |
| **4.10** | **Number of teachers pursuing M.Phil/Ph.D/higher studies** |
|  | Ph.D : NilM. Phil : NilHigher Studies : Nil | Total : Nil | **10***3 or more = 10**2 or less = 5* |  |  |
| **4.11** | **Number of teachers awarded M.Phil/ Ph. D during the reporting period.** |
|  | Ph.D : NilM. Phil : NilHigher Studies : Nil | Total : Nil | **15***2 or more = 15**1 person = 5* |  |  |
| **4.12** | **Whether invited / quest lecture organized? If yes, mention :**  |
|  | Name of programme | Name of guest | Date/Duration | No. of participants | **10***2 or more = 10**1 person = 5* |  |  |
| **2020-2021** | Invited lecture on Thangliana (T.H. Lewin) – his contribution towards the development of Mizo literature in Particular and Society as a whole | T. Lalzara | 29th March, 2021 at Tlabung | 7 students and 3 teachers participated |
| **4.13** | **Were the students given back answer papers in internal evaluation for self assessment? (Tick the appropriate items)** | **10***Sl. No. 1) = 10**Sl. No. 2) = 5**Sl. No. 3) = 5* |  |  |
|  | 1) All teachers give back | **Yes** |
| 2) Some teachers give back |  |
| 3. No teachers give back |  |
| **TOTAL** | **120** |  |  |

**5. RESEARCH, INNOVATION AND EXTENSION. (120 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| **5.1** | **Students (research) project (Other than college syllabus)** *(Approx. 100 words)* | Nil | **5** |  |  |
| **5.2** | **Brief outline of extension activities organized by the department.** *(Approx. 100 words)* | * Participated in Cleanliness and other voluntary works under NSS Regular & Special Camping activities.
* During the Covid-19 pandemic, the College provided essential commodities and other medical equipments to adopted village Saizawh ‘W’, Community Covid Care Centre, Chawngte ‘C’ and other two villages, viz. Chawngte ‘P’ and Chawngte ‘L’
 | **5** |  |  |
| **5.3** | **Number of students participating in extension activities organized by the Institution and other departments** | 100 students and above | **5***100 students and above = 5**99 students and below = 3* |  |  |
| **5.4** | **Collaborative activities for research, faculty exchange organized.** *(Approx. 100 words)* | Nil | **5** |  |  |
| **5.5** | **Linkages with industries, institution, corporate organized** *(Approx. 100 words)* | Nil | **10** |  |  |
| **5.6** | **Availability of consultancy service(s)***(Approx. 100 words)* | Nil | **5** |  |  |
| **5.7** | **Details of grants for research project awarded to faculty** |
|  | *Name of Teacher* | *Title of project* | *Minor/ major* | *Sponsoring agency* | *Amount (Rs)* | **15***Major = 15**Minor = 5* |  |  |
| **2018-2019** | Nil |  |  |  |  |
| **2019-2020** | Nil |  |  |  |  |
| **2020-2021** | Nil |  |  |  |  |

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| **5.8** | **Whether seminar, symposis, workshop conducted? If so, mention excluding student seminar** |
|  | *Name of programme* | *Sponsoring agency* | *Duration* | *Nos of participants* | **10***3 or more = 102 or less = 5* |  |  |
| **2018-2019** | Nil |  |  |  |
| **2019-2020** | Nil |  |  |  |
| **2020-2021** | Nil |  |  |  |
| **5.9** | **Publications by faculty** | **20** |  |  |
|  | *\** ***Research papers published by teachers in journals.*** | *5 or more = 20**3 – 4 = 15*1-2 = 10 |  |  |
| **Name of author** | **Title of paper** | **Name of journal** | **Recognized by UGC** | **ISBN/ISSN number** |
| **2018-2019** |  |  |  |  |   |
|  |  |  |  |  |
| Lalremliana | Mizote leh Puithuna | Seemaant | **Yes** | 2454-1184(ISSN) |
|  |  |  |  |  |
|  |  |  |  |  |
| **2019-2020** |  |  |  |  |  |
| Lalremliana | Phira leh Ngurthanpari thawnthua siam that ngai nia langte | Seemaant | **Yes** | 2454-1184(ISSN) |
| **Name of author** | **Title of paper** | **Name of journal** | **Not recognized by UGC** | **ISBN/ISSN number** | **10***5 or more = 10**3 – 4 = 5**1-2 = 3* |  |  |
|  |  |  |  |  |
|  | *\** ***Research papers/articles published by teachers*** |
| Name of author | Title of paper | Name of jourmal / Newspaper / Magazines | Vol Number/Date | **5***5 or more = 5**3 - 4 = 3**1 – 2 = 2* |  |  |
| **2018-2019** |  |  |  |  |
| **2019-2020** |  |  |  |  |
| **2020-2021** |  |  |  |  |

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|  | *\** ***Books and chapters in edited volumes/books published and papers in state/national/international conference-preceedings.*** |
| Name of author | Title of paper/Book | Name of Publisher | ISSN/ISBN number | Year of Publication | **10***5 or more =10**3 - 4 = 5**1 – 3 = 3* |  |  |
| **2018-2019** | Lalremliana | Thulkhung | Lalremliana | 978-93-89490-07-7 | 2020 |
| **2019-2020** | K. Zonunmawii | Metaphysical World in the Pre-Colonial Space and Time | Publication, Cell, Govt. Kamalanagar College |  |  |
| **5.10** | **Particiaption in seminars, workshop, etc as resource persons and reading seminar paper/radio/television talk** |
|  | Name of Teacher | Title of paper | Tittle of programme |  Time | **15***5 or more = 15**3 – 4 = 10**1 -2 = 3* |  |  |
| **2018-2019** | ZD. Ramngamzaua | 1. Education for Self Supported ness
 | Motivation Campaign | 14th Sept, 2018 |
| Lalremliana | 1. Educated and Resources Development
 | Motivation Campaign | 14th Sept, 2018 |
|  | **TOTAL** | **120** |  |  |

**6.** **INFRASTRUCTURE AND LEARNING RESOURCE. (30 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| **6.1** | **Whether departmental library is available? If yes, mention the number of volumes, journals, magazines, etc.**  | No, the Department have not departmental library since it has not separate room and teachers room being very conjested.  | **10** |  |  |
| **6.2** | **Availability of internet connection / wifi for teachers (Approx. 50 words)** | There is no separate internet or wifi connection for teachers. Teachers usually used their personal data connection for online teachings and other needs. | **10** |  |  |
| **6.3** | **Available of internet connection / wifi for students. (Approx. 50 words)** | There is no separate internet or wifi connection for students. The campus can afford more high speed of internet data signal as compare to other areas of the village. | **10** |  |  |
| **TOTAL** | **30** |  |  |

**7. STUDENTS SUPPORT AND PROGRESSION (80 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| **7.1** | **Mentoring system adopted. (Approx. 100 words)** | Nil | **10** |  |  |
| **7.2** | **Mechanism for timely redressal of student’s grievances. (Approx. 100 words)** |  | **10** |  |
| **7.3** | **Were records of student’s progression to higher studies/placement maintained? If so, highlight the system. (Approx. 50 words)** | The Department did not maintained any separate records of students progression to higher studies and placement. | **10** |  |
| **7.4** |  **Were records of students / Alumni members qualifying at state and national examination maintained. If so, mention the name and examination** | The Department did not maintained any separate records of students / Alumni members qualifying at state or national examination. | **10** |  |

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| --- | --- | --- | --- | --- |
| **7.5** | **Was study tour, field trip, exposure visit conducted, if yes, mention** | **30***Study tour = 15**Exposure visit = 10**Field trip = 5* |  |  |
|  | *Name of activity* | *Duration* | *Place of visit* | *Number of participants* |
| **2020-2021** | Study Tour | One day (29th March, 2020) | Tlabung | 7 students and 3 teachers |
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|  |  |  |  |
| **2019-2020** |  |  |  |  |
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| **2018-2019** | Study Tour (conducted by the College ) | One week | Agartala | Two students of the Department participated |
|  |  |  |  |
|  |  |  |  |
| **7.6** | **Percentage (%) of students benefitting guidance for competitive examination, counseling, skill development programmes, etc.**  | Name of programme | Nos of students benefitted | Percentage | **10***60% and above = 10**50% - 59% = 5**49% and below = 3* |  |  |
| 1)  | Nil |  |
| 2)  | Nil |  |
|  | **Total** |  |  |
| **Total** | **80** |  |  |

**8. GOVERNANCE, LEADERSHIP AND MANAGEMENT. (40 points)**

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| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| **8. 1** | **Whether activity records are maintained?**  |  No | **10** |  |  |
| **8.2** | **Number of professional development training programmes organized** | **15***7 days or mor = 10**6 days or less = 5* |  |  |
|  | *Name of programme* | *Duration* | *Nos of participants* | *Sponsoring agency* |
| 1)  |  |  |  |
| 8.3 | **How were required reports submitted to IQAC?** *(Tick the appropriate item)* | **10***Monthly = 10**Quarterly = 5**End of semester = 3**As and when solicited = 2* |  |  |
|  | *1) Monthly* |  |
| *2) Quarterly* |  |
| *3) End od Semester* |  |
| *4) As and when solicited* | Yes |

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| --- | --- | --- | --- | --- |
| 8.4 | **Number of faculty attending professional developments, training programmes, etc.** | **5***More than 10 program = 5**5 – 9 program = 3**1 – 4 program = 2* |  |  |
|  | *Name of faculty* | *Name of programme attended* | *Duration of programme* |
| **2018-2019**  | ZD. Ramngamzaua | 1. *‘*Basic Level Workshop on Manuscriptology       & Palaeography’ | 12th – 31st January, 2019 |
| K. Zonunmawii | 2. ‘Language Training – HINDI’ | 21st – 25th January, 2019 |
| 1. Special Summer School
 | 11th – 24th June, 2019 |
| **2019-2020** | K. Zonunmawii | 4. 7-Day Online National Workshop on       ‘Emotions and its Management’ | 25th April – 1st May, 2020 |
| **2020-2021** | K. Zonunmawii | 1. One Week Online Faculty Development Programme on LaTeX
 | 29th June - 3rd July, 2020 |
| 1. One Week International Webinar on Natural Disaster with Special Emphasis to Earthquake and its Implications
 | 20th – 24th July, 2020 |
| 1. Webinar on ‘Mizo Tawng leh Thuhlaril’
 | 7th – 11th September, 2020 |
| 1. 5 Days International Workshop on ‘Stress Management and Mental Health’
 | 1st – 5th September, 2020 |
| 1. One Week Online Workshop on Intellectual Property Rights and Entrepreneurship Development
 | 1st – 5th September, 2020 |
| 1. One Week National Webinar on ‘Motivation and Techniques in Research’
 | 21st t - 25th September, 2020 |
| 1. One Week National Webinar on Vulnerability and Risk Reduction of Landslide Disaster with Special reference to North East India
 | 1st – 7th October, 2020 |
| 1. International Workshop on Contemporary Mizo Poetry
 | 16th – 20th Novenber, 2020 |
|  | **Total** | **40** |  |  |

**9. INSTITUTIONAL VALUES AND BEST PRACTICES (40 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| **9.1** | **Describe one Best Practice adopted by the Department** | * Best practices adopted by the Department is preservation of Mizo Language. Mizo Language is now facing a dark period with different factors that can put it in a danger of being extinct. To prevent and preserve the language, teachers encouraged the students to use neat and correct language in conversations and writings. In all the Internals test exams, the students’ answers has been check in view of vocabularies, punctuation and grammatically and notice it back to students.
 | **10** |  |  |
| **9.2** | **Contribution towards campus life and development (Not more than 100 words)** | * Apart from the Departmental activities, teachers were largely involve in Campus life and development.
* Lalremliana held a post of …….. in Staff Welfare Committee.
* ZD. Ramngamzaua held a post of Asst. Coordinator of IQAC and NSS Programme Officer. Apart from this duty, he made immense contribution towards College welfare, building and other construction works as Supervisors.
 | **10** |  |  |
| **9.3** | **Differently abled friendliness** |  | **5** |  |  |

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| --- | --- | --- | --- | --- |
| 9.4 | **Whether Gender Equity programme organized, if yes, mention**  |  |  |  |
|  | *Name of programme* | *Time/Duration* | *Number of participants* | *Sponsoring agency* | **10***3 or more = 102 programme = 5**1 programme = 3* |  |  |
| **2020-2021** |  |  |  |  |
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| **2019-2020** |  |  |  |  |
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| **2018-2019** |  |  |  |  |
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| 9.5 | **Organised programmes/lectures on birth/death anniversaries on great indian personalities, rights of citizens, etc.**  |  |  |  |
|  | *Name of programme* | *Time/Duration* | *Number of participants* | *Sponsoring agency* | **10***3 or more = 10 2 programmes = 5**1 programme = 3* |  |  |
| **2020-2021** |  |  |  |  |
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| **2019-2020** |  |  |  |  |
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| **2018-2019** |  |  |  |  |
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|  | **Total** | **40** |  |  |

**10. STRENGTH, WEAKNESS, OPPORTUNITIES & CHALLENFES (SWOC) analysis (Highlight 2 points)**

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| --- | --- |
| \* Strength :  |  |
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| \* Weakness :  |  |
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|  |
| \* Opportunities :  |  |
|  |
|  |
| \* Challenges :  |  |
|  |
|  |

Date of submission:

Name and signature of the faculty

 (K. ZONUNMAWII) (LALREMLIANA)

 Assistant Professor Assistant Professor

Name and signature of HOD Name and signature of the Principal

 (ZD. RAMNGAMZAUA) (ELIZABETH MANNOU)

 Assistant Professor Principal

OBSERVATIONS OF THE ACADEMIC AUDIT TEAM:

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| --- |
|  |

TOTAL POINTS: 500 TOTAL SCORE:

(\_\_\_­\_\_\_\_\_\_ ) (\_\_\_\_\_\_\_ ) (\_\_\_\_\_\_ )

Member Member Member

Academic Audit Team Academic Audit Team Academic Audit Team