

**Higher and Technical institute, Mizoram(HATIM)
Internal Quality Assurance Cell (IQAC) Committee Meeting Minute**

Venue: Principal's Office, HATIM Campus, Kawmzawl, Pukpui

Date: 16th August, 2019

Time: 1:00 Pm to 4:00Pm

Members Present:

1. Vuansanga Vanchhawng
2. R.Lalnunthara
3. Dr. C Lalenzama
4. K.Lalmuanpuia
5. H.Lalruatkima (Alumni Association Representative)
6. H.Lalrinawma

Members Absent:

1. T. Hmangaihrama
2. Sangthanzuala Ralte
3. Vankhawpuimawii Pachuau
4. John C Laldusaka
5. HT Zuali

Commencement:

The Chairman Vuansanga Vanchhawng welcomed the members and highlighted important features of IQAC and read Bible Scripture from the Gospel according to Luke 2:10. He elaborated the scripture and offered a prayer, then the meeting started.

He called IQAC Coordinator for reports which was followed by Alumni Association Report from Mr H Lalruatkima. After some corrections and clarifications, the reports were accepted.

Agenda 1: Student's Profile Implementation:

The chairman asked the coordinator to explain and elaborate on it. After seeing the sample booklet and elaboration, it was resolved that it must be implemented with immediate effect.

IQAC coordinator will be responsible for printing and editing of the same as few additions were made in one of the Columns (Attendance column and SGPA).

Agenda 2: Mentorship:

The Chairman asked the Coordinator to explain the idea of having mentorship in the Institute. He explained and elaborated the main idea "Let the students know we Care". The agenda was discussed thoroughly that the house happened to know that the idea was implemented already by different departments some years ago. After some deliberations, the house resolved to implement mentorship Program and it will be intimated to the Faculty members first as early as possible to receive their consents since separate class must be set aside for the same.

Agenda 3: Internal Seminar:

Summoned by the Chairman, the IQAC coordinator explained about the need of orienting all the Faculty members for the smooth functioning of the IQAC and to put zeal towards improving the work environment of every Faculty. After thorough discussion it was resolved that Internal Seminar will be organized by HATIM IQAC on the 23rd August, 2019 (1pm Onwards). Detailed program will be chalked out by the Coordinator and it will be accepted by the Cell through WhatsApp group.

Agenda 4: Self Study Report and Calling of NAAC:

The Chairman and IQAC coordinator reported the initiatives made so far towards the same and requested the members to be open and functional towards the common purpose.

Agenda 5: Career Advancement Scheme:

The Chairperson asked Dr C Lalenzama to explain what actually is CAS and how beneficial and motivational for every Faculty. After his explanation from different angles, thorough discussions followed and it was resolved that HATIM CAS must be designed and implemented as soon as possible and the following members were appointed to work out the same-

1. Vuansanga Vanchhawng, Principal
2. Dr. C. Lalenzama
3. H.Lalrinawma

And they are also expected to come up with designs in the upcoming Internal Seminar to be held on the 23rd August, 2019.

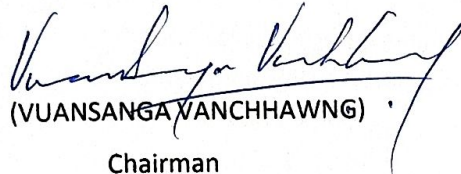
Agenda 6: Continuation of "DRIVES":

The Committee decided that the practice of having drives be continued this academic year and the different drives for practical practice will be on the following:

1. *English Drive*: The responsibility of this drive will be given to the Department of English to impart into the students and enhance their language skills, the platform for which will be during the morning assembly on days allotted for the drive. Emphasis will be on 'word of the day', 'idioms' and 'grammar'
2. *Cleanliness Drive*: This drive will concentrate on imparting the importance of cleanliness and good health. The in-charge department may be decided later.
3. *Punctuality Drive*: this drive will concentrate on the main issue of 'time management' and the importance of having the skills to manage time for efficiency in studying (student) and work (staff).
4. *Ettiquette and Zonunmawi*: This drive is to impart and instil into every member of the HATIM community, the importance of manners and etiquette not only of the general social ettiquete defined universally in all parts of the world but also to keep alive "zonunmawi" which literally translate as "The beautiful ways of Mizo life". The emphasis is on the mizo culture mannerism that is beautiful and acceptable in the society. For example: the concept of "Tlawngaihna" which is the 'self-lessness'; respect for elders, etc.

These drives are activated because learning is not only about the academic syllabus learning but also about like skills. And the college deemed it important that the duty of the college is to provide a platform for all members to be able to learn and grow in all aspects of learning.

The meeting was closed by a prayer which was offered by Mr R. Lalnunthara, Vice Principal, HATIM.


(VUANSANGA VANCHHAWNG)
Chairman

Principal
Higher And Technical Institute, Mizoram (HATIM)
Lunglei


(H. LALRINAWMA)

Coordinator
IQAC, HATIM
Lunglei