

IQAC MEETING MINUTE REVIEW AND ACTION TAKEN

Report of Coordinator, IQAC, HATIM

Date: 19th Novemeber, 2019

Chairman : Vuansanga Vanchawng, Principal
Coordinator : H Lalrinawma
Members : John C Laldusaka, R.Lalnunthara, K.Lalmuanpuia, HT Zuali,
Vankhawpuimawii Pachuau, Rev R.Lalbiakliana, T Hmangaihzama,
Sangthanzuala Ralte

Accomplishment of the Agendas

S/No.	Agenda	Action Taken
1	Appointment of Date for the Principal's Forum	The proposed date of PF was on 2 nd December, 2019, but due to unfavourable circumstances and genuine reasons, the event has never happened till today.
2	Orientation Program on Professional Ethics	This program also didn't happen yet due to genuine reasons.
3	Appointment of the new IQAC member for Department of Social Work	This is under the authority of the Council Body, but the same have not appointed any member yet due to genuine reasons.
4	Giving Token of Appreciation to New Achievements of HATIM Staff members	This was agreed and resolved that Citation must be given to any staff members who are successful in any field of Quality Education (wef 1 st January, 2020)
5	Continuation of 'Drives'	Each Department took part in emphasizing good characters like Etiquette and Zonunmawi, English, Cleanliness and Punctuality in different months in a Semester.

Internal Records

1. Total number of Faculty Members: 25
2. Total number of non-teaching staff: 15
3. Other staff (Drivers, Residence assistants etc.): 10
4. Total number of students: 226 (Male 125, female 101)

Regular features of the Institute

1. Regular attendance system (Biometric system and Manual)
2. Lesson Plan (for all Faculty Members)
3. Daily log Book (For all Faculty members)
4. Departmental Monthly Report (For all departments)
5. Continuous Assessment (CAs) – (Only 1st CA possible in even Semester due to Covid19 Pandemic).
6. Drives: Each Department took part in emphasizing good characters like Etiquette and Zonunmawi, English, Cleanliness and Punctuality in different months in a Semester.
7. Feedback obtained from students, Faculty and support Staff.

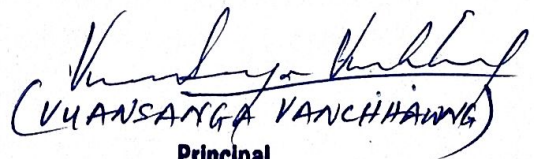
Some highlights of the Institutes' Activities during 19-20 Session

1. The Cells and committees and the Institute as a whole has a total of 44 activities.
2. On 10th September, 2019, HATIM Band competed in MSU Beat Contest held at Aizawl Vana Pa Hall and awarded with 3rd Position and won Best Keyboardist award by the Band's Keyboardist (Lalmalsawmtluanga 4th Semester, BA).
3. NSS Unit had 11 activities (with and without the collaboration of other cells)!
4. The principal had sanctioned the amount of Rs 4000 for all the departments to call for special Lectures. (The first of its kind for the Institute)
5. Pachhunga University College became our Mentor Institute for NAAC Assessment (wef 21st January, 2020) under UGC's PARAMARSH Scheme. The MOU will last for one year.
6. HATIM donated Rs 55000/- for the Chief Minister's Relief Fund on behalf of Covid19 Pandemic.
7. All the Teachers completed their syllabus on time through different online means of Communications and Assignments. (Form will be filled up by every Faculty member as soon as possible, and after duly signed by the Principal, documentation will be made).



(H. LALRINAWMA)

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