

**HIGHER AND TECHNICAL INSTITUTE MIZORAM (HATIM)**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING MINUTE**  
Meeting Minute Ref. No: IQAC/MM\_02/21

**Date:** 10<sup>th</sup> December, 2021; Friday

**Time:** 11:00 AM (Forenoon) to 2:00 PM

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

Minutes of the meeting of the IQAC of HATIM, an affiliated College, affiliated to Mizoram University (MZU)

**Members Present**

- |   |                       |  |
|---|-----------------------|--|
| 1 | Vuansanga Vanchhawng  | Principal and Chairman (IQAC)                              |
| 2 | R. Lalnunthara        | Ex-Officio; Vice Principal, HATIM                          |
| 3 | Dr. John C. Laldusaka | Coordinator IQAC; HoD, Dept. of Philosophy                 |
| 4 | K. Lalmuanpuia        | Member, IQAC; HoD, BCA                                     |
| 5 | Benjamin Lalnunfima   | Member, IQAC; HoD, Dept. of History                        |
| 6 | Lalrokhawma           | Member, IQAC; Librarian, Non-Teaching Staff Representative |
| 7 | PC. Lalbiakdika       | Member, IQAC; Section Officer, Administration Section      |
| 8 | HT Zuali              | Member, IQAC; HoD, Dept. of English                        |

**Members Absent**

- |   |                      |   |
|---|----------------------|---|
| 1 | H. Lalrinawma        | Asst. Coordinator, IQAC; Asst. Prof, Dept. of Computer Sciences |
| 2 | Rosangliana Khiangte | Member, IQAC; HoD, Dept. of Social Work                         |
| 3 | Rev. R. Lalbiakliana | Associate General Secretary, i/c Service, BCM*                  |
| 4 | Rev. L. Vanlalsanga  | Director, Education Department, BCM                             |
| 5 | Lalhmachhuana        | BA-VI Semester; Vice President, HATIM Students' Council         |
| 6 | Mr. C. Hrangdula     | Society Representative  |

\*Baptist Church of Mizoram

Mr. Vuansanga Vanchhawng, the Chairman (IQAC) and the principal of the institution chaired the meeting and extended a warm welcome to the members present. He expresses his heartfelt gratitude towards God for enabling and guidance throughout the year. The Chairman mentioned the importance of the meeting as the meeting was held not only in the capacity of IQAC but also in and through the capacity of the Meeting Body as a Council Body since the amalgamation of Council Body with IQAC. This being said, he mentions that the meeting was held on behalf of and in the capacity of Council Body meeting more so than IQAC. He, however, mentions that the agendas that is to be discussed pertains to the need for both the Council Body and IQAC attention. He, then, read the word of God taken from the book of Ephesians Chapter 2 verses 8 to 10, reminding the members present of the truth





that we are saved to serve, saved to do good for we as God's workmanship are saved to carry forward his ministry. He then ended his introductory note with a prayer.

### Order of Business

#### 1. Principal's Report

- a) **Importance of Council Body:** The Principal, at the outset of his report, as a preface first apologized to the meeting members present for the amalgamation of the Council Body with IQAC (*Reference: Joint meeting held in March, 2021 with mentions in ref. no. IQAC/MM\_02/21*) and explains that neither of the two could be absorbed into one as they both have a very different set of functions though both are complimentary to each other. He expressed the need for the Council Body to be re-instated and points out that after a year of the merger, even though the both the committee were constituted by the same members, their set of functionalities were completely different.
- b) **Post openings:** The Principal reported that the previous year 8 posts opening for contract basis entry of Assistant Professor were not met due to financial deficit. However, the then already selected candidates were employed as a fixed pay worker.

At the same time, the principal also reported the change in the Department of History teacher, Mr. Rothangliana, who was a fixed pay teacher with a new teacher as the aforementioned teacher resigned due to personal reasons.

- c) **Re-opening of the Next Even Semester:** The principal reported that though we may be uncertain as to how next year classes be taken, *10<sup>th</sup> January is the official date for re-opening of the offices of our institution, HATIM*. Also that, 10<sup>th</sup> January is the re-dedication day (*Mizo: Inhlantharni*) for the year for all employees.

#### d) Infrastructural Report:

##### (i) Residences (Hostels):

**Men's Hostel:** The principal reported that the plan for a big renovation of the boys hostel (*mentioned in the meeting ref no. IQAC/MM\_01/21*) is



finished and expresses his heartfelt gratitude towards God and to all the workers who had a hand in making the plan a success.

The newly renovated hostel was reported to have been down-sized so as to accommodate maximum of 128 students.

**Women's Hostel:** The seating capacity of the ladies residence or girls hostel is reduced from 110 to 100 students in order to avoid cramping of rooms and make availability of enough friendly space for the girls student.

Painting of the whole building is also scheduled to be completed during the vacations.

(ii) **Conference Hall:** The preparation of a new separate conference Hall is underway and near completion. The hall, though not finished, is carpeted. It will be well completed after construction of the room above it.

(iii) **Academic Block C:**

Total expenditure till date = Rs. 115 lakhs

Total Loan Amount till date = Rs. 160 lakhs

The principal reported that the construction of the six floor Academic Block C is not without challenge. From shortage of Capital to availability of resources, the construction comes with many challenges, especially during this pandemic. The principal asked for a moral and prayer support to all the members present in the meeting.

(iv) **Upcoming Campus Development Plan:**

- A new gate and a duty post along the boundary of the plot towards the way to Laldenga Park.
- A new gate and a duty post alongside the boundary of the plot towards the football field.
- Parking lot for students alongside the fencing wall for two wheelers
- Off street parking space with roof for the Staff, the location for which is yet to be decided.



## 2. IQAC Report

To confirm the minutes and report follow up of the minutes resolutions taken in the previous meeting held offline and online, the coordinator distributed minutes report of the previous meetings for review. However, not much was reported as classes were taken online and there was no follow up taken due to the pandemic.

## 3. Agendas, Resolutions and Notes

### I. AGENDAS

The following are the agendas as proposed in the meetings

1. Reinstatement of the Council Body
2. NAAC Accreditation and all related business
3. Revisiting and Reviewing various Cells and Committees
4. AOB

### II. RESOLUTIONS

The following resolutions were made in the meeting following the above agendas.

#### 1. *Re-instatement of the Council Body*

The meeting body unanimously decided to undo the amalgamation of Council Body and IQAC. It was decided that the Council Body be re-instated with the following as default members of the Council Body **by virtue of office** –

**Principal** : **Chairman**

**Vice Principal** : **Secretary**

#### **Members**

- (i) Convener of the Board of Academics
- (ii) Convener of the Board of Exams
- (iii) Chairman of Library Committee
- (iv) Coordinators of IQAC
- (v) Convener of Web, Media and Publication
- (vi) Chairman of Staff Welfare Committee
- (vii) Hostel Management
- (viii) All Head of Academic Departments (Regular Status only)



## **2. NAAC Accreditation and all related business**

All matters related to IQAC and NAAC accreditation were put on hold till the next IQAC meeting to be held on January 2022, Next Semester.

## **3. Revisiting and Reviewing various Cells and Committees**

Since review of various Cells and Committees and reconsidering them requires at least a day worth of time, it has been put on hold until the next council body. Also, it was decided that this particular review functions of committees and cells are defined functions of the Council Body and not of the IQAC team.

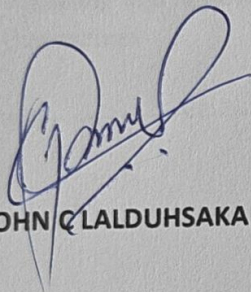
## **4. AOB**

- (a) It was proposed that the entirety of Hostel Management Administration title be added to the Council body, which was passed unanimously by the meeting body.
- (b) A request in change of Assistant Coordinator came in from the new IQAC Coordinator and proposed Mr. K. Lalmuanpuia, a faculty of the Department of Computer Science. Though the committee unanimously agree on the requested proposal the Committee decided to forward the request to the Council Body (CB) as it is the body that appoints members of the IQAC.
- (c) Annual Magazine Editorial Board(AMEB) : It was decided by the committee that New Advisors to the AMEB be appointed. The two newly appointed members shall constitute
  - i. Miss C. Lalrintluangi (Commerce Department)
  - ii. Mr. H. Lalruatkima (Dept. of Computer Science)
- (d) It was decided by the committee that the responsibility of making the Academic Calendar of the Institute will fall unto the Board of Academics (BOA) in line with the Mizoram University (MZU) Calendar w.e.f January, 2022 and the first Callender for the year 2022 be made and published as soon as possible before the start of the Even semester, in January 2022.



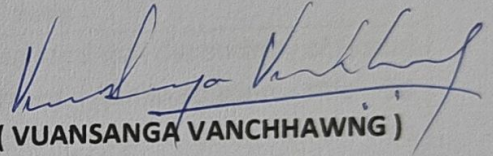
### III. Notes

- The meeting adjourned at 2:00 PM in the afternoon.
- The date and time of Next IQAC meeting remained undecided, however, it was decided that the meeting must be held in the month of January 2022 soon after the institution opens for Even Semester session.
- Likewise, it was decided that the first meeting of Council Body be held in the month of January 2022 soon after the institution reopens for the Even Semester Session.



( DR. JOHN C LALDUHSAKA )

Coordinator  
IQAC, HATIM  
Lunglei



( VUANSANGA VANCHHAWNG )

Chairman, IQAC  
Principal  
Higher And Technical Institute, Mizoram (HATIM)  
Lunglei