SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

HIGHER AND TECHNICAL INSTITUTE, MIZORAM (HATIM)

KAWMZAWL, PUKPUI P.O ZOTLANG - 796691
796691
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The college *"Higher and Technical Institute, Mizoram (HATIM)"* was founded on *June 21, 2007,* and officially opened on *January 24, 2008,* under the auspices of the Baptist Church of Mizoram, Serkawn, Lunglei. It began with a staff of *14 people*, including the *principal, eight faculty members, a laboratory technician, an office assistant, a librarian, one fourth-grade employee, and one chef.* The college campus was originally located in the middle of Lunglei, Chanmari, on a borrowed BCM building. It was later relocated to its current location in Kawmzawl, Pukpui, Lunglei in 2019. A total of *13 students graduated as first batch in 2010* from the two introductory departments; the Department of Computer Science, which offers a *Bachelor of Computer Application (BCA)* course, and the Department of Commerce, which offers a *Bachelor of Commerce (B.Com).* The institution was built to give an educational sanctuary in the shape of a college, mostly for the southern parts of Mizoram who do not have access to quality higher education in Aizawl and, more importantly, mainland India.

The college campus is a *lush green 30-acres land* equipped with basic essential infrastructure for a young college such as HATIM. The college offers *8 courses: BCA, B.Com, BSW, English, Philosophy, History, Psychology, and Education.* The institution is committed to nurturing the overall development of its students by adopting a comprehensive approach encompassing academic, physical, cultural, and social aspects. In alignment with the institution's Mission and Vision, the college actively engages in community outreach initiatives through extension programs while upholding a conducive academic atmosphere on campus and fostering educational excellence. Our mission to pursue academic excellence in higher education and humanitarian services is guided by the college slogan, *"SEEK, SHARE, SERVE."*

Vision

The Higher and Technical Institute, Mizoram (HATIM) envisions a *Deemed University* based on moral and human values where quality and relevant education is provided to mould and educate the youth of the contemporary world.

The vision entails an *institute with the highest standards* with a commitment to hard work and dependence on God where there is a balanced integration of secular education and moral values grooming as the underpinning philosophy for the right kind of understanding for students to have a better future in this competitive world.

Mission

The institute's mission is *to provide and facilitate quality education to students* so as – to mould and equip them with relevant knowledge and skills; to make them competent, reliable, and responsible citizens in society, the nation, and the world.

We seek to be a nurturing ground for students and provide *holistic development* through human values teaching, academic excellence and professional competence to make effective contributions to society in a dynamic environment. The institute strives to develop the students into capable, reliable, and responsible members of

society and to be able to make crucial contributions to communal harmony and national integration.

The institution is committed to imparting *good leadership qualities, communication and interpersonal skills, commitment, problem-solving ability, value-driven mindset, professionalism, flexibility, motivation, and sharp intellectual curiosity in our students.* The institute focuses on imparting good leadership, communication, and interpersonal skills.

Students are instilled with a mindset rooted in values and ethics and encouraged to have a sharp intellectual curiosity.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The institution is *one of the most reputed educational institutions* especially in the Southern part of Mizoram, with consistent merit listing in University Examinations.

- The Institution is located on the outskirts of the town, away from traffic and urban noise with public utilities still accessible, thereby providing a *conducive learning environment close to nature*.

- Transport facilities are provided with *minimal fees for the conveyance* of students and staff.

- Well-equipped *hostel facilities* provided with locally sourced organic meals are available for both Boys and Girls.

- A well-structured *mentoring system* for every student which uplifts and mentor students from rural areas, underprivileged and minority group.

- *Strong and lasting relationships between students (present & outgoing) and the faculty* opens endeavors for further developments in all areas. A good number of alumni are employed/engaged as teaching faculty which result in strong sense of commitment towards the development and advancement of the institution and the harmony of the college community.

- Excellent facilities with *well-equipped laboratories*. Experienced faculty with strong support staff.

- *Ragging free campus.*

- The College is famous for its *eco-friendly (Plastic-free campus) Green Campus.*

- The College is locally known for its sustainable environment and cleanliness initiatives with excellence in discipline for which the institution was awarded the *Cleanest Institution and District Green Champion under the Ministry of Education, Govt. of India.*

- Multiple activities are carried out by the college using many of the *cells, clubs, NSS, departments, and committees.*

- Documentation of activities through the publication of the college magazine *DOKIMOS* is an asset for

the institute.

- The Institution boasts the *first Solid waste management plant* in South Mizoram.

- Facilities are available for *various sports disciplines* such as, Football, basketball, volleyball, and table tennis.

- Availability of *various scholarship schemes* such as Ishan Udhay, Post-matric Tribal scholarship etc.

Institutional Weakness

- The institution under the administration of the Baptist Church of Mizoram, follows the pay rules and guidelines of the same and does not follow a properly functioning Career Advancement Scheme per the UGC guidelines.

- Limited funding hinders the development of campus infrastructure and human resource development.

- The dearth of industrial growth in the state of Mizoram limits the institutional capacity to promote placement and career opportunities for students within the state.

- The institute, because of its geographical isolation, lacks a multi-cultural ambiance.

- Inadequate number of teaching and non-teaching staff. Even the sanctioned post is not filled up by the higher authority.

- Inadequate staff quarters for both teaching and non-teaching staff as the institution still has a developing campus.

Institutional Opportunity

- The institution has a *potential for introduction of new academic departments* while all academic departments of the institution have immense scope for interdisciplinary teaching and research activities.

- The institution has an *excellent opportunity to provide a platform for Skill Training Center* which is already included in future collaboration plans with the Relief and Development Department, Baptist Church of Mizoram.

- The sprawling campus provides a *natural habitat for various fauna and flora, medicinal herbs and plants* which can be further developed into research areas in traditional medicines. The Mizoram State Medicinal Plants Board Directorate of Ayush, Mizoram donated 300 plants on behalf of the *National Campaign on Tinospora Cardifolia (Giloe)* in 2019 and again organised a national campaign under the same medicinal plant in 2021.

- There is vast space and opportunity for developing facilities for *various sports disciplines.*

- *Collaborations and networking with external agencies/institutions* for career and skill development,

shaping and influencing the next generation for social and economic change.

- *Online education opportunities* such as national and international seminars and networking.

Institutional Challenge

- The institution, following the pay rules and guidelines of the Baptist Church of Mizoram and not a Career Advancement Scheme following the UGC guidelines, could result in difficulties in retaining qualified and competent faculty and well as affect future recruitments.

- Poor internet connectivity from the server domain has limited speedy work completions and growth in these areas.

- To build bank facilities inside the campus.

- To captivate students from outside Indian states and abroad.

- Implant a more competitive mindset among students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The institution ensures *effective curriculum planning and delivery* through the Board of Academics, Continuous Internal Assessment, orientation programme, lesson plans, semester routine, a well-documented quality report called the department Monthly Report (DMR), logsheet and feedback system, Student record book and Learning management system-Moodle and other information distribution tools.

- The institution also offers *3 certificates and value-added courses* namely Basic Computer Course, HATIM English Proficiency Certificate Course (HEPCC), and Research Methodology. The percentage of students enrolled in these courses against the total number of students during the last five years is *34.56%.*

- The institution also integrates *crosscutting issues in transacting the curriculum* such as workshops on *"communication and professional ethics"* while ensuring the promotion of gender sensitization through *'Women Cell'*.

- The institution also integrates *awareness programmes on environment and sustainability* for which the institution receives the title of *"District Green Champion"* for elevating the Swachhta Action Plan in the areas of sanitation, hygiene, waste management, energy management, and greenery management.

- For effective implementation of *practical learning project works and field trips* are included by Mizoram University into the curriculum which the institution follows and implements.

- Apart from these, the institution also carries out a *feedback system,* where feedbacks are collected,

analyzed and actions taken are communicated to the relevant bodies. These feedbacks are collected through a questionnaire and/or online mode hosted on the institution's website using Google form.

Teaching-learning and Evaluation

- The institution has witnessed an *average growth rate of 9.7%* in student admissions over the past five years but only reached the sanctioned number of seats in each department in the 2021-2022 academic year. The *teacher-student ratio is 1:8.*

- The institution prioritizes *student-centered teaching and learning* through hands-on experiences, project work, fieldwork, and the College's Annual magazine.

- *Problem-solving skills* are developed through individual and group counseling sessions including the *Mentor-Mentee system* which are then assessed and guidance is given accordingly. ICT tools are integrated into the learning process as well.

- The institution offers *e-resources such as N-List and INFLIBNET* and *700 plus lecture videos* on YouTube. During the pandemic, classes, tests, and discussions were conducted through MOODLE, a Learning Management system.

- For evaluation purposes, following Mizoram University's mandate, *Internal assessments* are conducted twice a semester (the Continuous Assessment) followed by University End-Semester Exams according to university guidelines which are reflected in the Academic Calendar.

- The institution has a system in place for addressing *grievances,* including a Complaint box, Internal Complaint Committee, and verbal and written complaints.

- Each department holds *orientation programs* at the start of the semester to inform students about the program and course outcomes. *PTA meetings* are organized to involve parents in the student's education. A *mentor-mentee system* is used to evaluate student progress.

Research, Innovations and Extension

- The institution, although being an affiliated institution to Mizoram University, has *prioritized research activities*, and teachers are encouraged *to pursue research*. Furthermore, departments are encouraged and directed to *organize seminars, conferences, workshops, and other events* on issues related to their academic disciplines, both online and offline, to develop and widen the knowledge bases of students and professors.

- The institution has two cells, *'Committee for Creativity and Innovation'* (CCI) and *'Entrepreneurship Knowledge Cell (EKC)'* for the promotion and creation of an ecosystem for innovation.

- The institution has also facilitated different extended activities on various *life skills* and *soft skills* to enhance their potential and opportunities. Some of the few activities involve *blood donation camps, cleanliness drives, tree plantation, mass cleaning drive of Nghasih river, renovation of public water points* at different locations in Lunglei, providing lunch to Covid Care Centre, construction of public

urinals at different locations through NSS, Aided Myanmar refugees at their camp in Thaizawl village, Lunglei district.

- A series of *seminars and workshops* on various awareness and campaigns like *HIV/AIDS awareness, anti-tobacco campaign, classroom dynamics 'cybercrime and security'* and many more including a legal awareness campaign.

- Accordingly, the institution has signed several *Memorandum of Understanding (MoU)* with several institutions, governmental agencies, and private/local enterprises to facilitate such programmes including teacher and faculty exchange

- The institution also receives several *awards* under categories like *the cleanest institution, Government Online Excellence for Institution website, and District Green Champion* title under the Ministry of Education, Government of India and others.

Infrastructure and Learning Resources

- The institution can accommodate up to 600 (approximate) students in the academic buildings. The campus is spread over *30-acres of land*, facilitating *excellent and abundant teaching-learning infrastructure.*

- The college is well equipped with *17 well-ventilated and spacious classrooms, 3 laboratories, one seminar/conference hall, an Auditorium, separate hostel for Boys and Girls and the campus is Free Wi-Fi enabled with 7 access points.* Apart from having a common IT-Centre, most of the classrooms are well-equipped with projectors.

- The college is backed up with a *10 KW solar power and 25 KVA Diesel generator* as well. The college also owns *5 buses* for day scholars and staff for conveyance.

- Apart from the academic building, the institution is also equipped with *sports infrastructure* like a basketball court, volleyball court, football field, table tennis board, and gymnasium for the stakeholders.

- The college is also housed with *NSS Park, Eco Garden, Amphitheatre, and Sculpture Garden* to promote awareness and inculcate in the students the importance of a sustainable environment and actively participating in maintaining these parks through the aforementioned clubs.

- The students are also facilitated with a *'Student Centre'* for their Various natures of meeting for the enhancement of creativity and innovation skills. There is *one Cafeteria* and one *tuck shop.*

- Currently, the institution's *Library* is equipped with *10316 books* and reference titles, *15 journal subscriptions, 6 magazines, 3 national newspapers, and 2 local newspapers.* It also provides e-resources through an *NLIST subscription* and *Lecture videos of Teachers.*

Student Support and Progression

- *57.24 percentage* of students benefited *scholarships and freeships* provided by the institution and state government during the last five years such as Post Matric Scholarship to Scheduled Tribe, Institution Scheme scholarship and Freeships provided by the institution.

- The institution has initiated several programs like training on *soft skills development and Job and Career opportunities.* The NSS Unit of the college has also taken initiative to organize programmes in observance of certain national and international days related to physical and mental health and hygiene such as *International Yoga Day, etc.*

- The institution offers *Basic Hardware Course and a Basic Computer Course* as an add-on Course including a *Course on Computer Concepts* for which an MoU was signed with the National Institute of Electronics and Information Technology (NIELIT).

- The institution has a transparent mechanism for the timely redressal of student grievances through the *Internal Complaint Committee, the Anti-Ragging Cell*, and the *institutional websites.*

- Most students have progressed to higher studies and some have already been placed in a job. These two make up *61.05 percent* of the total students in the last five years.

- Students have participated and some won several accolades in *university/inter-college and internal sports.* They have also performed various culturally significant activities on various platforms.

- The institution has a *college week* where students engage in different categories of *sports and cultural activities* over 6 days.

- HATIM has a well-established *Alumni Cell* and has contributed to the institution in different capacities.

- *25 students* have qualified for NET/JRF/SLET etc. Handful of students qualified for State/National and institutional level examinations during the past five years.

Governance, Leadership and Management

- As the institution is established under the aegis of the *Baptist Church of Mizoram (BCM),* the highest administrative authority over the institute is the President of the BCM followed by the General Secretary, The Associate General Secretary of the Services in charge, then the Education Director of the Education Department and finally the principal of the institution.

- In many matters of governance pertaining to the appointment of regular and direct recruitment, transfer and postings the institute head, the Principal does not enjoy autonomous power. However, the internal governance is carried out under and through the Principal, under a system of decentralisation which foster and encourages participative governance. This management practices are implemented through the constitution of various bodies/committees such as the *Academic Council, IQAC, Board of Examination, Staff Welfare Committee, Internal Complaint Committee (ICC), Admission Cell, etc.*

- *Financial Audit* is conducted both internally and externally by a Chartered Accountant for transparency in financial matters.

- All important information and decision-making bodies are published through the college website and WhatsApp group in addition to the official circular and notifications.

- The BCM instituted an initiative called the *Annual Performance Report (APR)* that the principal submits to the BCM Education Committee for assessment every year. This is complimented with a *Service Book* kept and maintained by the headquarters at BCM, Serkawn.

- The institution established *HATIM Staff Welfare Committee* which serves as an additional support system for staff members including both teaching and non-teaching staff.

- The IQAC prepares several systems to ensure *quality initiatives* such as a feedback system, Parents Teacher Meet, Seminar and Workshops, collaborations with other institutions, Department Monthly and Semester Reports, Logsheet, lesson plans, and Annual reports from every department and cells/committee which is reflected in the institutional annual magazine *'DOKIMOS'*.

Institutional Values and Best Practices

- The institution has a *Women's Cell, Anti-Ragging Cell,* and *Discipline Committee* to undertake and proactively promote gender equity and a friendly and safe environment for students of any gender.

- The *anti-Ragging Cell* organized an awareness campaign on strict No-Ragging Policy irrespective of gender and non-discrimination of gender.

- The *Discipline Committee* constituted a manual that act as a guide and handbook for students on different values, especially the section on general manners and etiquette.

- The institution prioritizes *waste, water, and energy management*, as well as *green initiatives* through the NSS Unit and ECO-Club. They have dedicated a significant portion of land for activities such as tree planting to promote sustainability.

- The institution has also carried out a *Green Audit* and has taken initiatives to make the campus more sustainable using waste management and installation of solar panels.

- The campus has been made *disabled-friendly* as well.

- The institution has many practices that can be identified as Best Practices, however, two of the most significant practices as of now are:
  - *Internal Report Mechanism* – The institution's IQAC has formulated many forms of quality report management. These are DMR, DSR, DAR, and annual reports of departments and cells/committees.
  - *Mentor-Mentee System* where every student is assigned a mentor, a faculty, according to their core course, and are equally divided among the faculty of their respective departments.

- In addition to other characteristics that make the institution unique, one stand-out feature is *the implementation of a Students (Class Representative) Record Book.* This book allows students to log their daily classroom activities and lessons, providing a way for them to monitor and evaluate their teachers' performance in terms of *punctuality, teaching topics, delivery, and knowledge skills.*

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	HIGHER AND TECHNICAL INSTITUTE, MIZORAM (HATIM)
Address	KAWMZAWL, PUKPUI P.O ZOTLANG - 796691
City	LUNGLEI
State	Mizoram
Pin	796691
Website	www.hatim.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Vuansanga Vanchhawng	0372-2342912	9615712049	-	hatimoffice@gmail.com
IQAC / CIQA coordinator	John C Lalduhsaka	-	7005508856	-	john.lalduhsaka@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Mizoram	Mizoram University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	17-08-2016	[View Document](#)
12B of UGC	17-08-2016	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	KAWMZAWL, PUKPUI P.O ZOTLANG - 796691	Semi-urban	30.08	13008

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce,	36	Class XII	English	40	27
UG	BCA,Computer Science,	36	Class XII	English	20	18
UG	BSW,Social Work,	36	Class XII	English	25	11
UG	BA,English,	36	Class XII	English	20	16
UG	BA,Philosophy,	36	Class XII	English	10	2
UG	BA,History,	36	Class XII	English	20	9
UG	BA,Psychology,	36	Class XII	English	10	7
UG	BA,Education,	36	Class XII	English	20	19

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				36			
Recruited	0	0	0	0	0	0	0	0	16	16	0	32
Yet to Recruit	0				0				4			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				26
Recruited	23	3	0	26
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	7	6	0	13
PG	0	0	0	0	0	0	7	10	0	17
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

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Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	5	0	8
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	201	0	0	0	201
	Female	171	0	0	0	171
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
ST	Male	201	203	163	130
	Female	171	151	120	108
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		372	354	283	238

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college offers a multidisciplinary/interdisciplinary curriculum that Mizoram University's Academic Council has approved. Based on the UGC Guidelines for Multiple Entry and Exit in Academic Programmes, this curriculum was implemented for the first time in 2023 July Academic Session. This comprehensive curriculum aims to provide students with a well-rounded education, combining in-depth subject knowledge, interdisciplinary exploration, and practical application for a successful and fulfilling future in their chosen fields. • The computer science offers add-on courses on Basic Computer Course and Course on Computer Concepts and Tally as a part

NEP Skill enhancement Course. • The institution plans on opening new subjects like Math, Statistics and other Science subjects in the future to fully embrace the NEP vision to transform HEIs into a holistic multidisciplinary institution. • As per the MZU NEP Curriculum, the institution offers flexible and innovative that includes credit-based courses and projects in the areas of community engagement and Service through the courses offered under NEP Curriculum and various cells and departments like National Service Scheme (NSS) and Department of Social Work, etc. • Environmental Studies is also included in the schema of the course curriculum structured by the MZU along with Value Added Course (VAC). The institution offers 7 multidisciplinary Courses. Say, student A in his or her First Year - First Semester opted for MDC 1 (any department's MDC) then that same student A will have to opt for different MDCs at different semesters from the remaining offered courses. Student A will not be allowed to repeat MDC 1 in any of the remaining semesters. This will enable the student to experience and learn different disciplinary courses during the UG programme. • The college collaborates extensively with governmental and non-governmental organizations through its committees and cells like NCC, Eco Club, etc. in solving and finding solutions to societal issues. • Also, the Department of Social Work which works closely with different NGOs through its fieldwork and research projects in identifying and finding a solution to many social challenges regarding youth and health and more. • The college has also adopted a village in Lunglei District where along with its students it collaborates with the Village council to improve the community's well-being in various aspects. The institution facilitates and encourages organizational bridges often between separate structural units, through Add-on courses / programs which are shaped to benefits students' practical and experiential learning. For example, the institution in collaboration with Blue-eyed Foundation an agency of the Ministry of Micro, Small & Medium Enterprises, Government of India offers Add-on courses like Mushroom Grower, Food and Beverages Steward, and Bamboo Crafts Artisans. This helps students to supplement their core course of study with skills learning and enhancement.

2. Academic bank of credits (ABC):	• A coordinator was appointed. • A sensitization and awareness campaign with every Class separately in their classroom across semesters in every discipline explaining the importance and significance of ABC. • WhatsApp Group was created for dissemination important information. • Apart from the students of Bachelor of Computer Applications (BCA) All students have registered, which consists of the 2021-2024 batch, 2022-2025 batch and the 2023-2026 batch. This is because BCA does not come under the schema of NEP but AICTE. The College has been registered under the ABC to enable the students to make use of the opportunity of multiple entry and exit schemes under NEP 2020. As of right now, the Higher and Technical Institute, Mizoram (HATIM) does not collaborate with other educational institutions to transfer credits or offer joint degrees with overseas universities. Faculties are encouraged mostly through lesson plans within the approved syllabi of Mizoram University which is reflected in the teacher's Logsheet. Faculties employ different methods of teaching like assignments, term papers, tests, reading and writing hours in the library, lecture notes and reading references, etc. The National Academic Depository is also being implemented, and the relevant information has been shared with the authority, i.e., the Mizoram University and database.
3. Skill development:	Apart from the skill enhancement Course under the MZU-NEP Syllabus, the college offered skill development courses as add-on certificate courses even before the implementation of NEP under the Mizoram University, open to any student irrespective of their discipline. These are: • Basic Computer Course offered by the Department of Computer Science. • HATIM English Proficiency Course offered by the Department of English. • Research Methodology offered by the Department of Commerce. Now, with the implementation of NEP under the Mizoram University (July, 2023), six Vocational Courses are designed and implemented as Skill Enhancement Course (SEC) into mainstream education. Value Added Courses are common to all UG students and these include Understanding India for the First Semester, Environmental Science / Education for the Second Semester, Digital and Technological Solutions for the Third Semester, and

	Health & Wellness, Yoga Education, Sports and Fitness for the Fourth Semester i. In collaboration with NIELIT, Lunglei Center, the College Designs contents for a Certificate Course in Computer which is offered to all students' semester wise. ii. The institution has in collaboration with the Research and Development Department of the Baptist Church of Mizoram (BCM) employed master crafts in the teaching of the course "Basics of Tailoring", while local artisans were also employed on a daily class basis for courses like "Pig Farming" and "Gardening Principles and Practices" including "Spoken Hindi" iii. As of now, this ODL and Blended modular mode of learning is not provided to offer vocational education. iv. To provide a collaborative platform for managing student enrolment, skill mapping, and certification, the college has not yet partnered with NSDC. v. This is yet to be explored and implemented The college offers 3 skill development courses as add-on certificate courses even before the implementation of NEP under Mizoram University. This shows that the institution's vision for the development of skills of the students is in alignment with the new NEP. Now, with the implementation of NEP under Mizoram University (July 2023), the institution offers another 7 Skill enhancement Courses under the NEP2020 scheme.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	As the institution is an affiliated institution under the Mizoram University, privately run, it has no authority to design the curriculum and is solely dependent on the Mizoram University regarding the integration of the Indian Knowledge System into the curricular framework. Most of the students are constituted of local ST students who belong to the state and make up 99.9% of the student population. And, it has been a practice that the teaching process involves teaching in English and the local language where ever necessary. This has been a practice since the inception of the college, as the majority of the student population comes from remote areas of the southern part of Mizoram. The institution does not offer any Indian Language as a full-fledged UG-Degree Course. However, under the UG Programme of Mizoram University, Mizo and Alternative English are taught as Modern Indian Languages and as an elective subject only; and Spoken Hindi as one of the SEC courses. i. Due to its geographical and ethnic

	location and non-availability of interested stakeholders these Indian languages are not taught currently. ii. The institution offers History and Philosophy as a full-fledged Degree course in whose syllabus students learn the ancient Indian traditional values and knowledge along with ideologies on the teachings of both orthodox and heterodox schools of philosophy. iii. The arts of East and Northeast India are considered to be the richest heritages of India. The institution has a small museum that showcase such arts and artifacts and is taken care of by the Department of History. It is a small-scale showcase that may be developed in time. iv. Diverse culture and traditions are not only taught as per Mizoram University syllabus but also the moral values associated with learning them like tolerance, respect for other faith and belief, non-violence, peaceful coexistence and interdependency, etc. Under the Mizoram University Curriculum and credit framework for undergraduate programmes, the college has introduced two subjects: Universal Human Values and Understanding India as Value Added Courses. The Value-Added Courses (VACs) of the affiliated university curriculum are designed with careful consideration to integrate the Indian Knowledge System in a structured and integrated manner.
5. Focus on Outcome based education (OBE):	• Various teaching methods employed: -self-study initiative, reading periods, team projects, term papers, field study, etc. • Lesson plan and logsheet • Mentor-mentee system The institution has employed, remedial classes and a mentor-mentee system in its teaching and learning practices. • A customized lesson plan following the affiliated University syllabus that indicates the outcomes of the programmes. • Through mentor-mentee system students are informed of their own course outcomes as well as program-specific results.
6. Distance education/online education:	As of now, Online Distance Learning is not offered by the institution. However, Additionally, the college has been approved as a site for learning (study centre) by the National Institute of Electronics and Information Technology (NIELIT), with whom the institution maintains close working relationships through MOUs. This facility can/may be used to offer vocational courses through ODL. The institution has a learning management system (LMS) - MOODLE

	for academic practice and has been using it since the pandemic. Other technological tools used by the faculties especially during the pandemic lockdown are Google Classroom / Meet, Zoom, and WhatsApp, and pre-recorded lecture videos were uploaded to the institution's YouTube channel as teaching and learning aids. The institution has not offered any distance education as of now.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, in pursuance of letter received from District Election Officer (DEO), Lunglei No. A.43014/71/2019-DEO(L) Dated Lunglei, the 22nd February, 2022 the Electoral Literacy Club (ELC) was set up in HATIM by the Council Body Committee, HATIM.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the Council Body, HATIM appointed Mr. Joseph Lalhunmawia, Asst. Prof. Department of Computer Science and Mrs. Hannah Lalnunpuii Khiangte, Asst. Prof. Department of English as Nodal Officer. The committee of the ELC in the College was constituted by the executive committee which comprises of two students as Executive committee and two more students as Campus Ambassador. These students worked in co-operation with the Nodal Officers by taking initiatives and actions and Organised different types of programs made by the District Election Office.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The activities of Electoral Literacy Club are: - i) On 15th March, 2022, 50 students enrolled themselves as members of the Electoral Literacy Club. ii) On 4th November, 2022 (Friday) at HATIM auditorium an Electoral awareness programme was organized by the ELC, HATIM. The programme was chaired by T. Lalramnunpuia, executive committee member, ELC, HATIM. Mrs. C Lalduhzuali, Election Officer, Lunglei District and Mr. Lalramenga, SDC were the resource person. The talk was on the duties as citizens of India, importance of taking part in Election. They also stress on the importance of registration for Electoral roll and SVEEP. During this programme students and staff members took an oath to uphold their faith in democracy and vote fearlessly

	in every election.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	On the 13th July, 2023 the ELC, HATIM organized Voters` Awareness Campaign at HATIM Auditorium. Mr. Joseph Lalhunmawia Nodal Officer, ELC, HATIM highlighted on the importance of enrollment for Electoral registration and Mrs. Hannah Lalnunpuii Khiangte Nodal Officer, ELC, HATIM talked about the importance of voting as citizens of India. It was a very eventful and insightful event.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	On the 25th January, 2023 the Electoral Literacy Club, HATIM observed National Voters` Day and during this programme Mr. Joseph Lalhunmawia, Nodal Officer, ELC, HATIM conducted oath taking for all the students and urged the students who are above 18 years of age to enroll in the electoral roll.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
372	354	283	238	252

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 57

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
42	37	32	26	24

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
279.78	259.52	173.68	107.06	116.15

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Institution being affiliated to the Mizoram University follows the curriculum laid down by the parent University for All Programs. Following the CBCS pattern, curricular aspects are implemented with the provided syllabus while ensuring effective delivery. Some teaching faculty are active member in the Board of Studies / Board of Under-Graduate Studies and Curriculum / Syllabus Design Committee. The copy of the syllabus disseminated by the university is accessible for students and teachers reference in the library. The same is made available in the college official website for easy access.

The institution is engaged in the implementation of the Curriculum through the following:

- *Board of Academics (BOA)***:** *Board of Academics* consists of all Heads of Departments and the IQAC Coordinators. It oversees all matter pertaining to the curriculum by preparing Academic Calendar following the Academic calendar made by the Mizoram University.

- *Continuous Internal Assessment (CIA):* The College holds three internal exams in the form of *Continuous Internal Assessment (CIA)*. CA-I and CA-II are written on predetermined dates fixed by the Board of Examination (BOE) of HATIM with questions following the format of university exams, whereas CA-III is administered through several modes. The CIA carries 25% weightage of the total marks at the University exams, so the marks comprise 25 out of 100 for each paper. The component of the CIA is as under: Average of the CA-1 and CA-II, Assignment, Presentations, Performances, Attendance, etc.

- *Orientation Programme:* On the first day of class, newly admitted students are introduced to the college through Orientation Programme. It mostly includes introduction and briefing of students with all essential information.

- *Lesson Plan:* Every teacher is required to make a *Lesson Plan* each semester for every paper taken by them and are then submitted to the IQAC which is countersigned by the Principal.

- *Routine***:** Every department make a routine each semester for smooth implementation of classes or events that respective departments may have during the entire semester.

- *Departmental Monthly Report:* A well-documented quality report called (Departmental Monthly Report) DMR is used to track the progress of the syllabus. Each department then forwarded it to the IQAC and the principal for performance evaluation.

- *Logsheet:* Each teacher maintains a logsheet recording the progress which is reviewed monthly by the Head of Department, checked and countersigned by the Principal.

- *Feedback system:* Teachers are assessed in confidential through a feedback system on their performances by the students in order to ensure quality. The parameters include completion of the course and their competency.

- *Class Representative Record Book*: Every class has a representative who is tasked with keeping a record book that tracks the lecture delivery and progress in the syllabus.

- *Learning Management System and other information distribution tool:* The College bought Moodle and Zoom licences for teaching and dissemination of study materials during the Pandemic, which is active till date. Other platforms like Google Meet, Whatsapp etc. are also utilised.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 3

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 18.15

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
109	80	06	03	74

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Initiatives taken in this regard can be broadly summed up as under:

1. PROFESSIONAL ETHICS

The institution acknowledges the importance of Professional Ethics in the college. The IQAC held workshop on *"Communication and Professional Ethics"* in ensuring and promoting integrity among teachers.

The institution also promotes ethical values through the *"Principal's Forum"* where separate days are spent every academic session for both the teaching and non-teaching staff to inculcate the right mindset in educating and shaping the students in maintaining moral conduct and dignity.

2. GENDER:

The university integrated issues relevant to Gender sensitisation across syllabus of different Departments. Women's Safety and security is highly prioritised by the college for which the college has a *Women's Cell* whose main function is to address issues concerning the safety and various other matters related to the welfare of women in general. Women Cell conducted / attended various activities like

- Observing **International Women's Day** where programmes are organised to aware the community regarding women rights, equality of opportunity and many more of gender issues using short movies, talks, signature campaign, Quotation Competition, crossing arms ins solidarity (a social media campaign) and card preparation and selling of sanitary pads.

- Attending **'Legal Awareness Programme on Laws related to women'** organised by Mizoram State Commission in association with National Commission for Women.

3. HUMAN VALUES:

Each department have papers integrated, within their curriculum (syllabus), related issues to human values as is prepared by and made by the Mizoram University for the undergraduate course.

Apart from the integrated issues in the curriculum, the institution also has a non-credit extra course on *"human values"* separately designed for all students every semester, where the study material are selected and designed to promote and address important issues incorporating them within the teaching learning process. Various topics are included across the syllabus for each semester and these includes time management, self -esteem, stress management, emotional management, humility, forgiveness etc.

Link: Human Value Education

4. ENVIRONMENT AND SUSTAINABILITY:

As an affiliated institution, the components of the curriculum provided by the University cannot be changed or altered by the institution. However, in an effort to raise the stakeholders understanding of the environment, the university, on its side, assigns Environmental Studies as a common paper (Compulsory Foundation Course) to all undergraduate, IV semester students.

Apart from the aforementioned assigned topic, through the relevant cells like the Eco club and NSS, the institution conducts various activities such as

- Awareness program on **"Environment, Forests and climate change in Mizoram"**
- Tree plantation
- National Campaign on Tinospora Cardifolia (Giloe) in collaboration with Directorate of Ayush, Mizoram
- Celebration and inaugural of **Green Mizoram Day 2021**, Lunglei where it was commemorated with ceremonial tree planting.
- Cleanliness Drive

Also, the institution receives the title of **"District Green Champion"** for elevating the Swachhta Action Plan in the areas of Sanitation, Hygiene, Waste Management, Energy Management and Greenery Management.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 20.16

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 75

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 89.13

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
109	165	125	81	86

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
165	165	125	90	90

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 18.04

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	11	8	8

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
82	82	62	45	45

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 8.86

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

EXPERIENTIAL LEARNING:

- **Field Work / Visit** – Social Work, Education department, Psychology department and Commerce department conducted field visit as a part of their curriculum.

- **Project Work** – Students of BCA, BSW and B. Com conducted Projects Works to utilise the

knowledge that they accumulated during the entire UG programme.

- **College Annual Magazines** – The College annual magazine *"Dokimos"* is maintained and run by the student which provides platform for building and learning leadership qualities, teamwork, etc.

- **Computer Laboratory** – It is used for practical works for the BCA and B. Com students. It also provides a practical experience for add-on courses.

- **Theatre Club (Arts)** – This club caters to the interest of mostly the Arts students where the student enacts scenes out from plays, short stories and local dramas.

- **Block Placement and Internship** – The final year student of the Social Work Department have internship in the form of Block placement as a partial fulfilment of their course.

- **Computer Hardware Class** was offered to the student of the Computer Science to impart practical knowledge and develop students' skills.

PARTICIPATIVE LEARNING:

The departments use pertinent participatory methodologies as below:

- **Group discussion**– Students frequently participate in group discussions and departmental presentations in classes.

- **Department Student Presentation**- Presentation used to create and enhance creative ideas, innovative and in return develop students' confidence.

- **Co-curricular Activities:** Students are encouraged to engage in programmes organised by NSS and various Clubs to improve life skills and cognitive skills.

PROBLEM SOLVING METHODOLOGIES:

The teachers of different departments are advised to include issues in the teaching learning process so that students may strengthen their cognitive and problem-solving skills.

- **Assignments and exercises** are designed to inculcate in students the capacity to critically examine an issue and map out all of its components in order to produce a suitable solution.

- **Individual and Group Counselling or Group Discussion** are used as a method to to assess the on-going development of problem-solving skills of students.

- **Mentoring System:** The College also has a Mentor-Mentee System to assess and guide the students for the same.

ICT TOOLS IN TEACHING AND LEARNING:

The following are various ways and means of ICT tools in the teaching and learning process:

- **ICT enabled Classroom**- Most classrooms and seminar halls are equipped with ICT facilities.

- **Free Wi-Fi facility** - The campus is Free Wi-Fi Campus.

- **E-Learning Resources**- The library provides abundant e-learning resources viz., e-journal, e-books etc through N-List and INFLIBNET.

- **Computer Laboratories** are equipped with a total of **40** Computer Systems, **1** Projector and **1** Scanner.

- **College website**: https:// www.hatim.ac.in where all important information is stored and can be easily accessed by the stakeholders.

- All departments are provided with a Laptop, a Desktop, and a printer.

- There are **700+ lecture videos** in the institutional depository (*YouTube)* which the students can refer self-paced at any time.

- The college used **Learning Management System LMS – MOODLE** *(https://lmshatim.in)* during the covid-19 pandemic.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
42	37	32	26	24

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 67.08

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
29	26	21	17	15

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	**View Document**
Institution data in the prescribed format	**View Document**
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

MECHANISM OF INTERNAL / EXTERNAL ASSESSMENT IS TRANSPARENT:

All matters related to Examination is taken up by a committee called **"Board of Examination"** **(BOE)** and following the Affiliated University pattern and regulations, all major examinations are held under the strict and transparent guidance of the BOE.

- Every semester, the College administers two Internal Assessment examinations, aptly titled **First Continuous Internal Assessment (CA-I)** and **Second Continuous Internal Assessment (CA-II)** exams that follows the University question pattern, as well as a third Continuous Assessment procedure via Seminar/Presentation, assignment, unit test, fieldwork, viva-voce and or a term paper. At the outset of each semester, the dates for these Internal Assessments are announced in the **Academic Calendar.**

- In order to ensure maximum transparency with Continuous Internal Assessment, **the corrected answer scripts are distributed to the students in the classroom for verification and self-evaluation.**

- The **Consolidated Internal marks** to be submitted to the affiliated University are displayed on the Department Notice Board for a week during which students are free to interact with the concerned teachers to resolve grievances, if any.

- **Orientation of student:** At the beginning of every semester, the students are informed the importance of assessment, thereby, allowing transparency among the stakeholders and the college.

- **Department Parents-Teachers Meet (PT-Meet)** are held every semester where the mechanism, transparency and mode of Continuous Assessment and all other forms of evaluations are informed. This demonstrates a level of understanding regarding marks distribution, pattern of question, system of exams and all related assessment.

- *All these makes the mechanism of internal/external assessment adopted by the institution transparent and fair.*

THE MECHANISM OF GRIEVANCE REDRESSAL SYSTEM IS TIME-BOUND AND EFFICIENT:

A well formulated grievance redressal mechanism is instituted in the college with the Grievance Redressal Cell as the nodal agency through which all Grievances, including internal examination related ones, are effectively handled on the rare occasions that they may arise. According to this mechanism, each student can communicate their examination related grievances to the concerned personnel through the following methods: -

- **Complaint Box:** The College maintains two Complaint Boxes to facilitate the anonymous submission of problems and complaints.

- **Verbal Complaints:** Students are encouraged to voice their grievances verbally directly to the principal or to other concerned teachers while strictly complying with the accepted etiquettes of the campus.

- **Website:** The home page of the institution's website contains the tab Grievances where Grievance Redressal Form are available through which students can submit their grievances.

- **Written Complaints:** All stakeholders can submit a written letter to the principal stating their grievances.

Grievances once received through any of the above means are usually addressed and resolved within one week from the date of receipt. The concern department compiles and finalizes the results for every paper which is then submitted to the Exam Committee. After all the students' grievances are addressed, the Internal Marks are then finalized and submitted to the University via an Online Portal.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The college states its missions, objectives and courses offered in the college prospectus and college website. The institute has taken several measures to create awareness to the students regarding the programme and course outcomes

- Students are given a basic overview of the courses provided by the institution at the start of each semester. Each department is responsible for conveying the overall concept of the subjects chosen by the students as well as the subject's professional possibilities. The subject-specific **orientation programmes** organised by departments highlight programme outcomes, course results, and programme specific outcomes.

- Teachers are encouraged to explain the program-specific outcomes and course outcomes before the commencement of regular classes so as to motivate students in their learning.

- **Help desks** are made available for students at the time of admission. Applicants are made aware of the programs offered by the institute.

- The programme and course outcomes are stated clearly in the **Lesson Plan**, a copy of which are distributed to the students at the beginning of the course.

- **One-on-one Session or Mentoring** is another mechanism used by the institute to make students aware of program and course outcomes even during the semester and as required by the student. Each mentor is responsible for providing awareness to the mentees regarding the course outcomes offered by the institute.

- **Student Handbook** are provided to the students which highlights not only the guidelines of conduct but also the programmes and courses and what to expect from the course, outlining the outcomes of various courses offered in the institution.

- Every year, **Parents-Teachers' Meetings** are arranged to raise awareness among parents about the courses and their consequences. Every year, the institute's courses, assessment system, and University guidelines are discussed to parents and clarifications are achieved through interactive sessions in which oral input is gathered.

- The above mentioned are made available in the institution official website (https://www.hatim.ac.in) as well.

Apart from the above mentioned methods, different departments organise **career guidance seminar,** during the pandemic, for students to help and guide their Personality development Courses regarding higher learning and career options.

The affiliating university has also taken steps to introduce the **Learning Outcome Based Curriculum Framework** which is a system based on measured outcomes. If implemented, the system will improve the learning capacity of students and enhance their employability.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The Programme Outcomes (POs) and Course Outcomes (Cos) are evaluated through the following methods:

- **Continuous Assessment:** As mandated by the affiliated University, CA-1 and CA-2 are held

twice every semester which constitute 25 percent mark out of the total 100 marks stipulated for every paper by the University. The institution relies on CIA (Continuous Internal Assessment) and End-of-Semester University Examinations for summative evaluations. The former contributes 25% of the final result, whereas the latter contributes 75%. For Practical courses and English courses, Viva Voce and Oral Examinations are also held.

- **Feedback system:**
  - Feedbacks are collected from the student on teachers' performances and on the curriculum every semester
  - Feedbacks are also collected from the teachers on the curriculum.

- **Proficiency Award:** Awards are given to graduating students to encourage and recognise their achievements.

- **Alumni / follow up:** Each department keep track of all their respective graduates maintaining their profile which reflects their achievements after having finish their courses and or programs; such as Higher studies, Job Placement and self-employment. However, the quality of the Alumni being a key measure of course/program results and the degree of teaching-learning in the institution.It does not mean only the grades and employment our students receive, but also the values and life skills we teach in them.

- **Mentor-Mentee System** is also used as method of evaluation by teachers of each departments assessing the student's progression of students, keeping and maintaining their respective mentee records and assessing their performances. Depending on their evaluation guidance for improvement, if deemed required, are given by the teachers as mentors based on their results.

- **Programme Exit Survey reports:** Program Exit Survey in the form of questionnaire has been conducted for outgoing students to assess the degree of the attainment of the course and programme outcomes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 92.87

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
92	69	75	73	82

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
112	73	75	75	86

File Description	Document
Institutional data in the prescribed format	[View Document]
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document]
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document]
Provide Links for any other relevant document to support the claim (if any)	[View Document]

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.24

File Description	Document
Upload database of all students on roll as per data template	[View Document]

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The Higher and Technical Institute, Mizoram has two cells**, 'Committee for Creativity and Innovations' and 'Entrepreneurship Knowledge Cell (EKC)'** for the promotion and creation of an ecosystem for innovations.

The Committee for Creativity and Innovations (CCI) organised the *Youth Festival* called **'Hill Fest'** in the college campus three times successfully. The first festival was held on 15th and 16th of March, 2019. The second time was held in the college campus from 17th – 18th March 2023. The third time was held in between 14th-16th March, 2024, and approximately 5,000 people attended the festival program. The main idea behind the festival is to provide a positive engagement for students and youths, where creativity and ideas will be nurtured. It aims to create an event where youths, especially college students, can find an array of events and activities to participate in, gaining varied life experiences and learning valuable lessons.

Entrepreneurship Knowledge Cell (EKC) was established at the institute under MEDMOC, Gov't of

Mizoram to encourage creativity and innovations in the field of entrepreneurship. The cell organized Webinar on 24th July, 2020 (Friday) with a theme of **'Entrepreneurship: Issues, Challenges and Opportunities'.** In the webinar, Dr. Laldinliana Associate Professor, Department of Commerce, Mizoram University; Director, MZU Incubation Centre & Expert member, MEDMOC) gave key note address and the two resource persons (Mr. Lalhruaitluanga, Asst Professor, Department of Computer Science, Gov't Zirtiri Science College and Mr. Rinzuala, Expert member, MEDMOC & Managing Director, MIZOFED) gave an insightful lecture on the theme. The webinar was conducted through online and around 120 students attended the webinar. On 29th March, 2022, **Bio-innovation Chalenge 2022** was also organized by the Entrepreneurship Knowledge Cell in collaboration with IQAC, HATIM and Mizoram University BioNESDT. Dr. Lallawmsanga, Scientific Officer, MZU BioNEST and C. Lalruatsanga, Chief Executive Officer, MZU BioNEST were invited as resource persons. 45 students attended the programme.

Entrepreneurship Knowledge Cell (EKC) purchased around *110 books related to entrepreneurship* which can be borrowed by those interested in the field of entrepreneurship.

In connection with innovations and creativity, the students from the Department of Commerce participated in the *District Innovative Challenge Programme* organised by Entrepreneurship Development Center, Mizoram at Lunglei Government College on 18th and 19th February 2020. In this programme, Lalrinhlua and Zarzoliani (VI Semester B. Com) were selected as part of the *champion team.* On 29th December, 2022, the students from the Department of Commerce participated on the **Talk Show on Entrepreneurship** organised by Zonet JB at Multipurpose Hall, Bazar Veng Lunglei. On 19th January, 2022 the Department of Commerce in collaboration with Hedge School of Economics, Kochi, Kerala successfully organised a *webinar on Gateway to Financial Freedom* through Google Meet inclusively for the department students. On 3rd May 2023, the Department of Commerce successfully organised an event titled **"Meet an Entrepreneur"** at the institute and Ms. Vanrammawii Chawngthu, Pastry Chef and Owner, Heaven Sweets was invited as resource person.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 53

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
19	7	9	8	10

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.12

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	2	2	0	2

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.3

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	0	7	1	1

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The institution deems the holistic development of the student essential and carries out several activities to sensitize and aware the students of social issues, from social responsibility to individual duty towards society. These are:

- Every year the institution holds **a *Blood Donation Camp*** through NSS activities to inculcate in the students the importance of giving back to the society as a dutiful citizen.

- To aware the student the **importance of cleanliness** and impart in the student a sense of responsibility towards the environment and the community the following activities were carried out:

- **Tree plantation** at the Assam Rifles Campus in collaboration with NYK, Lunglei.

- **Cleanliness campaign and drives** at a community level at South Phaileng and Centenary Park Pukpui

- Took part in the **Mass Cleaning Drive** of Nghasi River organised by the UD&PA, Govt. of Mizoram in 2019

- **Cleanliness Drive** in different locations in Lunglei District, Mizoram

- **Renovation of Public Water Point** at different location in Lunglei.

- **Construction and renovation of public urinal** at different locations in Lunglei and a construction of a Footpath at Sazaikawn, Lunglei. These activities teach the student to respect every human as adequate public toilets are fundamental to human dignity and a basic necessity for a socially inclusive society.

- **Providing lunch for Covid Care Centre** at SIRD, Pukpui.

- A sum of **Rs. 4000.00 was donated to Baptist Church Orphanage** at Serkawn, Lunglei.

- **Distribution of Pamphlets on "Water Conservation"** & **Covid-19 Vaccination Awareness Programme** at different localities in Lunglei.

- **Aided Myanmar refugees** at their camp in Thaizawl Village, Lunglei Dist.

- Participated in **Youth Parliament** both at district and state level.

Apart from the above-mentioned activities, the college has had awareness campaigns in the form of **seminars and workshops** to sensitize the students to various social issues and their impact thereof during the last five years. These are:

- **Awareness Campaign on Food and Drugs Program,** Food and Drugs Authority, Govt. of Mizoram.

- **Legal Awareness Programme** was held in HATIM Auditorium, Kawmzawl

- Theme Based Awareness and Education Programme - **"Financial Inclusion",** Nehru Yuva Kendra Sangathan Lunglei District & Mizoram Rural Bank Lunglawn Branch.

- **Anti-Tobacco Awareness Program** was jointly organised with Civil Hospital, Lunglei.

- Special lecture on **"Classroom Dynamics" and "Cyber Crime and Security."**

- 2-Days International Webinar on **Issues and Challenges Among Children: Prospect & Intervention,** organized by Mizoram University and Dept. of Social Work, HATIM.

- In observance of **World Suicide Prevention Day,** WEBINAR ON SUICIDE PREVENTION - *"Creating Hope through Action"* was organized by Dept. of Education and Psychology, HATIM.

- In Commemoration of **World Mental Health Day**, a talk on the theme of *"Mental Health in an unequal world"* was organized by Dept. of Social Work.

- To sensitize the students to the **importance of health,** different campaigns, talks, and workshops were held on campus, which included covid-19 vaccination awareness drive, HIV/AIDS Awareness, an anti-tobacco campaign, and also took part in *Fit India Freedom Run***.**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The followings are the awards and recognition received from government/government recognized bodies:

- **District Green Champion under the Ministry of Education, Govt. of India.** HATIM is recognized as District Green Champion for Lunglei District, Mizoram for the Academic Year **2021-22.** The institution has successfully elevated the Swachhta Action Plan, adopted and implemented best practices in the areas of Sanitation, Hygiene, Waste Management, Water Management, Energy Management and Greenery Management.

- **The Cleanest Institution Award** organised by the Urban Development and Poverty Alleviation (UD&PA), Govt. of Mizoram. HATIM receives the First Prize for the Cleanest Institution in Lunglei. The Cleanest Institution Award was given out on **Republic Day, 26th January, 2023** by Kulothungan A, Deputy Commissioner (DC), Lunglei.

- **Government Online Excellence Award** under the Category **"Official Institution Website"** (2021 - 2022) organised by the Dept. of Information Communication Technology (ICT), Govt. of Mizoram. This prestigious Award was given out by Dr. Renu Sharma, IAS, Chief Secretary of Mizoram.

- **The highest Voluntary Blood Donors (Institution based)** Higher and Technical Institute, Mizoram (HATIM) receives the CERTIFICATE of APPRECIATION from the Association for Voluntary Blood Donation (AVBD), Lunglei for being the highest voluntary blood donors (Institution based) by donating **260 units of blood** during June 2022 – June 2023.

- **The Second highest Blood Donor (Institution based)** from the Association of Voluntary Blood Donation (AVBD), Lunglei by donating **170 units of blood** during June 2018 to June 2019.

- **APPRECIATION CERTIFICATE,** HATIM receives the from the MIZO STUDENTS' UNION Regional Headquarters: Lunglei for the excellence performances on the Under Graduate Examination – 2019 conducted by the Mizoram University**.** 15 of them appeared in the University Top ten list.

- **Participation Certificate** in the cultural Festival 2018 which was organised by the Mizo Students' Union Regional Headquarters, Lunglei.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 53

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
19	7	9	8	10

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 7

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The campus is spread over **30 acres** of land which facilitates adequate infrastructure and physical facilities made available in the institutions for teaching-learning processes are:

- **CLASSROOMS:** The College has 17 ventilated, spacious classrooms for conducting lectures, equipped with conventional tools for effective learning and furnished comfortably to meet the student's requirements.

- **LABORATORIES:** The college house 3 laboratories, well equipped with required tools and system
    - IT Centre
    - Language Lab.
    - Psychology Lab.

- **SEMINAR HALL:** The College has a convertible seminar hall for organising special lectures and meetings with a seating capacity of 100.

- **AUDITORIUM CUM CHAPEL:** The college has an auditorium cum chapel which is accessible to all students for any functions, programmes or events.

- **HOSTELS FACILITIES:** The College provides well-maintained hostels to residents from other districts and states. Both Hostels (Boys and Girls) have a seating capacity of 100 numbers each.

- **ICT FACILITIES:** The college campus is Wi-Fi enabled with 7 access points. There are **67 desktops, 6 laptops, 16 printers and 9 LED projectors** available for the faculty and students. The Internet connection currently enjoyed in the college is Leased Line Connection provided by Jio having a speed of 10 mbps (Dedicated Connection) and LPS Lalat Broadband 5-Connections with a speed of 100mbps each.

- **LIBRARY:** Currently t**h**e college is equipped with **10316 books** and references titles, **15 journal** subscription, **6 magazines**, **3 national newspapers and 2 local newspapers.** It also provides e-resources through **NLIST subscription** which provides access to more than **6000+ journals** and **31,35,000 e-books.**

- **GAMES & SPORTS FACILITIES:** The College has adequate equipment and infrastructure to facilitate the Games and Sports requirements of the students such as
    - Football Ground,
    - Basketball Court,
    - Volleyball Court (2 nos.),
    - Table Tennis Board,
    - Gym facilities in both the hostel and Indoor Games types of equipment.

- **POWER AND ELECTRICITY:** The College is backed up with 10 KW Solar Power and 25 KVA Diesel Generator apart from the existing power connections from the Electric Department, Government of Mizoram.

- The college is also housed with **NSS PARK, ECO GARDEN, AMPHITHEATRE AND SCULPTURE GARDEN** to promote not only awareness but to inculcate in the students the importance of a sustainable environment and actively participating in maintain these parks through the aforementioned clubs.

- **STUDENT CENTRE:** the students are also facilitated with a centre for their various natures of meetings, thereby, providing them the space to be creative and innovative.

- **CAFETERIA AND TUCK-SHOP:** the college has one Cafeteria and one tuck-shop where the students can refresh and buy their daily necessities.

- **WATER RESOURCES AND RAINWATER HARVESTING FACILITIES**: The College has more than 10 lakh litres capacity of water reservoirs to meet the daily need for water usage on the campus.

- **RAMP AND DIFFERENTLY-ABLED FRIENDLY TOILET**: The College also caters to the need of differently-abled student for convenience and easy access to classroom. It has a differently abled friendly ramp for meeting their requirements.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 59.24

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
188.48	166.63	103.25	49.42	46.78

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The college library is one of the best and advance in southern part of Mizoram colleges. The current building is located in the administrative building ground floor and it was inaugurated by Rev. F. Ramdinmawia, General Secretary Baptist Church of Mizoram on the 21st February 2022. The following points give a general picture of the essential detail of the Library in HATIM.

- The library currently has, **1 OPAC** for Users and a **Library Management System. SOUL 2.0** is the ILMS used for the automation of the college's library.

- Currently the library has **10316 books, 140 reference titles and 583 volumes, 15 journal subscription, 6 magazines, 3 National Newspaper, 2 Local newspapers.**

- All books are classified using the **Dewey Decimal Classification System.**

- The library provides e-resources through **NLIST subscription** which provides access to more than **6000+ journals and 31,35,000 e-books.**

- A lot of other e-resources are within the **Online Institutional Repository, https://hatimlibrary.in**

- The college library also has a special corner for those who are interested in competitive **Examination like UPSC, Bank PO etc.**

- The description of the Software used and available in the library are as follows:

S.N	DESCRIPTION	REMARKS
1	Name of the ILM Software	SOUL
2	Nature of automation (fully/partially)	FULLY
3	Version	2.0
4	Year of Automation	2013
5	AMC for Software	NIL

- The library is equipped with **9 - desktop computers with 1 - printer.** The internet room is connected with **10 mbps leased line.** Details of computers in the library are as follows:

S.N	DESCRIPTION	NO. OF COMPUTERS
1	LIBRARY	OPAC 1
2	INTERNET CENTRE	4 PCS
3	CIRCULATION OF BOOKS	1 PCS
4	ADMINISTRATIVE WORKS	3 PCS
5	**TOTAL**	**9 PCS**

- Institutional repository called **HATIM Library Online repository.** It was launched in 20th June 2021 by the Principal. This is a **digital archive** created for Faculty, Staff and students of the institution. The main intention and objectives are to preserved and disseminate digital copies of the intellectual output of the institution. It will also include other digital assets such as Administrative Documents, Course Note, Technical and Annual Reports etc.

- The library also installed **8 channels of CCTV** to improve and measure security level since November 2014 in order to observe the activity of users as well as to help security of property and belongings.

- The library is also equipped with 2 Xerox machines for photocopying of the student's study materials.

- **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs): 3.93 Lakhs**

- **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
4.69 Lakhs	**3.00 Lakhs**	**3.99 Lakhs**	**4.06 Lakhs**	**3.87 Lakhs**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college has been constantly upgrading its IT facilities in order to give the best teaching-learning process.

- The entire college campus with its entire infrastructure contains a total of **67 desktops, 6 laptops, 16 printers and 9 LED projectors.**

- The Internet connection currently enjoyed in the college is **Leased Line Connection** provided by Jio having a speed of **10 mbps** (Dedicated Connection) and **LPS Lalat Broadband 8-Connections** with a speed of **100mbps each.**

- The college library is automated with **SOUL 2.0** and there is an Internet centre within the library.

- The college library also has **NLIST subscription** which provides an enormous collection of e-books and journals.

- The college has a **Language Lab** fully equipped with **10 computers systems** running software from **Sanako.**

- The college also has a **Computer Centre (IT Lab.)** equipped with **40 Computer Systems, 1 Projector and 1 Scanner.**

- **Learning Management System** used is *lmshatim.in* (Moodle customized, suitable for HATIM college)

- **Microsoft Windows 10** and **Microsoft Office 2016** are **licensed** under Microsoft Volume Licensing Service.

- Campus Internet is provided, that can be accessed from all Classrooms.

- The College is **approved Study Centre for conducting Course on Computer Concept (CCC)** by National Institute of Electronics and Information Technology, Government of India.

- The college has **an official website** where all information is stored and can be accessed easily by the stakeholders.

- Online resources are utilized through College **YouTube Channel,** HATIM College (https://www.youtube.com/channel/UCS-Edz0lwKsZTlSzd8da7xA/playlists). **797 Lecture Videos** are there on our YouTube Channel.

The IT facilities presently available in the institution are classified as follows:

S.N	Particulars	Nos.
1	**Desktop PC**	67
2	**Laptop**	6
3	**Server Machine**	1
4	**10 KVA UPS with Battery**	1
5	**25 KVA Kirloskar Diesel Generator**	1
6	**5 KVA Kirloskar Diesel Generator**	1
7	**UPS (Small)**	67
8	**Projector (LED/LCD)**	9
9	**Laser Printer (B/W)**	15
10	**Printer (Colour)**	1
11	**ID Printer (Plastic coated Printer)**	1
12	**Printer with Scanner**	5
13	**Xerox Machine**	3
14	**Scanner**	6
15	**Biometric Scanner**	2
16	**Barcode Reader**	1
17	**Woofer**	1
18	**Sound Speaker**	8
19	**Network Switches (how many ports)**	
	• 8 Ports	1
	• 16 Ports	3
	• 24 ports	1
20	**Still Camera**	-

	(Digital/SLR/DSLR)	
21	**Wifi Adapter**	20
22	**Wi-Fi Router**	15
23	**Wi-Fi Hotspot (IRC and Hostel)**	14

Centres / Facilities	Total Number	Equipment's			
		PC	**Laptop**	**Projector**	**Others**
Computer Centre	40	40	-	1	-
Browsing Centre	40	40	-	-	-
Internet Connections With Bandwidth	1. **Jio Leased Line** with **10 Mbps** Enterprise Connection 1. **LPS Broadband 8-Connections** with **100 Mbps each**				

SOFTWARE:

Sl.No	Item Name	Quantity (Nos.)
1	Fedora Linux	**20 systems**
2	Microsoft Windows 10	**50 systems licensed under Microsoft.**
3	Microsoft Office 2016	**50 systems licensed under Microsoft.**
4	Java Developer Edition	**1**
5	Microsoft Visual Studio	**1**
6	Oracle 10g	**1**
7	SANAKO SERVER	**10 Systems**
8	SOUL SERVER	**1**
9	Turbo C++	**1**
10	Android Studio	**1**
11	8086 Compiler	**1**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 6.41

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 58

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 5.19

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
13.89	25.36	2.46	2.30	4.60

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 58.11

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
199	167	160	157	188

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

> 1. *Soft skills*
> 2. *Language and communication skills*
> 3. *Life skills (Yoga, physical fitness, health and hygiene)*
> 4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 84.19

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
222	405	360	125	150

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 15.09

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	15	15	20

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
92	69	75	73	82

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 17.68

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
7	1	4	13	4

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 2

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	2

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3.2

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	5	2	3	5

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Since its inception in 2007, the Higher and Technical Institute Mizoram (HATIM) has for itself constituted its **Alumni Association on 14th July, 2010,** however, registered under **Mizoram Societies Registration Act 2005** in the year 2019 with **Registration Number: MSR 1107 of 21.10.2019.**

The structure and management of the Association is taken care under one **Liaison Officer** and Two **Assistant Liaison Officer.** The management of the society is entrusted as required under Section 5 of the Mizoram Societies Registration Act, 2005 to a governing body constituting the following titles: *President, Vice President, General Secretary, Assistant Secretary, Treasurer, Finance Secretary and other 5 Executive Committee Members.* Many students have registered through **online registration** from the official website of the college.

The **main objective** of the association is to

- To support and strengthen the ties between the Alumni and the HATIM Community.

- To provide and maintain a single platform for alumni and current students.

- To promote a spirit of loyalty to the college in order to serve the HATIM Community.

- To encourage and develop the general welfare of the college.

- To make meaningful contributions in kind and in deed to the college.

- To uplift and support economically backward students to pursue higher education.

The contributions and events of the HATIM Alumni Association are as under:

- First Batch Students contributed **Rs. 13,000** for the college in Oct, 2018

- **Interaction cum special lecture with Alumni** on 20th of April, 2022 on Palliative Care in the department of Social Work.

- **Interaction cum special lecture** on 15th October, 2018 and 10th January, 2021 on how to prepare for Tata Institute of Social Science Master programme in Social Work.

- The HATIM Alumni Cell held a **"Capability Enhancement and Development Programme"** through career Counselling programme on 20th September 2019 at the Campus Auditorium. A total of 255 students participated in this event. The resource person is an alumni, VL. Thlamuanpuii, who work as a Territory Sales Incharge in Amul Company.

- Mr. Stephen C. Lalrosanga, an alumni donated an Onomo bookcase worth **Rs. 22,500** to the institution on 23rd of March 2023.

- It is noteworthy that a total of nine (9) alumni have chosen to come back to the institution as a

teaching faculty, thereby, contributing their unending dedication towards the institution.

Apart from the above mentioned, the Alumni Association has contributed a total of **Rs. 10000** (ten thousand) towards different causes in different institutions such as Onix Special School, Baptist Church Orphanage, FLAT, and Observation Home in 2020.

Also, three of our alumni were recently **elected as Counsellor in the first-ever General Election of Lunglei Municipal Council (LMC)**, which was held in the month of MARCH 2023. They are: *Lalhruaitluangi Sailo BSW (2014-2017) Batch, R. Lalremsiama BSW (2010-2013) Batch and Lalmuanpuii Renthlei BSW (2015-2018) Batch*

File Description	Document
Upload Additional information	[View Document]()
Provide Link for Additional information	[View Document]()

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Motto: **Seek, Share, Serve**

Vision: The college motto has justified a lot about the vision and provides holistic development through imparting human values, academic excellence, and professional competence to make influential contributions to society in a dynamic environment. Students will be equipped and enabled to *seek, share, and serve* continually as genuine sources of societal blessing through excellence in education.

The College envisions a **Deemed University** based on concrete moral values, belief systems, and cultural ethos.

Mission: To provide and facilitate *quality education* by proliferating the college library for research purposes and pleasure reads.

To aggrandize *academic achievement*, several measures have been taken by the college to encourage and support the students by kind and incentive cash awards.

Equal opportunity for higher education; Students from low-income families have been exempted or relaxed from the fees, and delayed installment has been permitted considering the family's condition.

Nurturing *creativity and leadership essence*, allowing students to develop their intrinsic qualities.

In the hope of embodying *spiritual, moral, and mental well-being*, human values education (HVE) has been imparted.

Inculcating *environmental awareness* in today's youths is of great importance.

NEP Implementation

The institution is proactively preparing and transforming into the NEP 2020 transition. It intends to achieve the policy's core intention by preparing its Faculty members and students by designing courses that will benefit society and individuals.

Sustained Institutionalised Growth

The institutional growth has been tremendous since its establishment in 2007, starting with merely 10

staff and 27 students. After 17 years of its function, the community has grown as big as 74 staff, 406 registrations as of 2023 with over *800 graduates consisting of 18 University subject toppers and over 180 rank holders till date.*

Decentralisation & Institutional Governance

Even though the Institution functions under the aegis of the Baptist Church of Mizoram (BCM), it granted liberty of governance to the society to function seperately. The Principal authorized the Heads of the Department to make a certain level of decision, Academic Council, Board of Examination, Internal Quality Assurance Cell and Internal Complaints Committee etc., are the major governing bodies. Apart from these, committees, cells, and interest clubs ignite great responsibility to the Faculty members and students in various ways. The Institution's owned Residences have their own functionalities internally by appointing Stewards/Stewardess and Prefects to nurture and chaperone their younger batches.

Short-term and Long-term Perspective Plan

In the short term, the college plans to implement the NEP 2020 fully and transition from an interdisciplinary institution to a multi-disciplinary institution, incorporating skill development in various areas. Widening and professionalizing existing courses is also a focus for efficient implementation of the new National Educational Policy. The institution's primary goal will be infrastructural and intellectual expansion for the initial two to three years.

In the long-term, the institution aspires to be a stand-alone institution with the various aspects of NEP2020 being incorporated into the system i.e., an education system that develops good human beings with rational thinking, compassion, empathy, courage, resilience, creative imagination, and ethical values.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

 POLICY:

The basic principle on which the college stand is to give equal opportunity to higher education while

nurturing creativity and leadership essences so as to provide maximum benefits to students both in academics as well as preparing them to be responsible citizens.

ADMINISTRATIVE SETUP:

Appointments: Since the institution functions under the leadership of the Baptist Church of Mizoram, it has the final authority in all appointments and recruitment related activities with the requirement to abide by the rules and regulations of the governing body. By virtue of its affiliation to Mizoram University, affairs pertaining to academic activities are largely governed by the University's Ordinances as well as UGC Regulations/ Guidelines. Guest faculty/Temporary engagements, however are carried out by the principal in consultation with the respective Heads of Departments.

In regards to the established hierarchy, the Administrative Setup of the institution is shown below.

- The **Academic Council** (previously known as the Council Body) headed by the principal evaluates and heads administrative matters as well as internal appointments of heads different committees.

- The **IQAC** is engaged in Planning, maintenance and supervision of overall quality of the institution.

INSTITUTIONAL BODIES which function as implementing bodies and their respective responsibilities are listed as follows:

- **Admissions Committee:** Faculty supported counselling provided during admissions.

- **Discipline committee:** Maintenance of discipline

- **Laboratory and technical committee:** Supervision and support of campus computers, laboratory, network and biometric attendance machine.

- **Entrepreneurship- Knowledge Cell (EKC):** Master Trainer for entrepreneurship workshops.

- **Staff Welfare committee:** Overseeing the overall welfare of the staff.

- **Board of Examinations:** Overseeing, moderating and executing the management of internal exams as well and supporting the Centre Superintendent on University Examinations.

- **Web, media and publication board:** Relations with the media, social media and local community.

- **Human values education committee:** Supervises human values education and provide student counselling.

- **DOKIMOS Editorial Board:** Overseeing and editing contents of the college Magazine.

- Staff and faculty **biometric attendances.**

STUDENT - CENTERED BODIES which prioritize the welfare of the students are also listed and elucidated as follows

- **HATIM Student Council:** A student body overseeing the welfare and wellbeing of the student community.

- **HATIM Evangelical Wing:** A student body supporting the spiritual well-being and services to the community.

- **Internal Compliance Committee:** Internal Compliance with rules and regulations of the institution.

- **Transport Committee:** Bus services to and from the town to college campus.

- **Residence management and services:** Faculty headed management of residence and various in-campus services.

- **Alumni Cell:** Alumni relations and activities.

- **Co-curricular and extra-curricular Cells and committee** – NSS, Committee for Creativity and Innovations and various others clubs.

- **Departmental Mentoring** by Faculty.

- **Student care and counselling cell:** Overseeing the mental well-being of students

- **Games and Sports Committee:** Overseeing and supporting annual sports week and other recreational activities.

Thus, it is apparent that the management of the activities of the institution is effectively and efficiently carried out by the concerned committees, departments and involved personnel.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution under the Baptist Church of Mizoram (BCM) is deeply committed to the progression, welfare, and well-being of its staff, both teaching and non-teaching. It has implemented a comprehensive array of measures and assistance programs to ensure the holistic support of its employees.

One such initiative is the **Annual Performance Report (APR),** where the head of the institution submits an annual report to the BCM Education Committee. This APR aims to enhance the qualitative improvement of all staff members and is utilized for assessing staff members for regularization. Additionally, a **Service Book** is maintained by BCM and verified by the head of the institution for all regular and contract employees. This record is utilized for matters related to promotion, financial upgradation, and pensions. In accordance with UGC norms and **BCM promotion criteria**, teaching staff members who have completed 10 years of service and obtained their Ph.D. from UGC-recognized universities are eligible for promotion to the position of Associate Professor.

Staff members are entitled to participate in the **Non-functional Promotion Scheme, 2019** under the BCM Pay Rules. This scheme enables advancements in the pay levels. They also receive annual pay increments and various allowances, including **Dearness Allowance, Special Compensatory Allowances, and a Special Allowance** *comprising Service Allowance, Warden Allowance, Children Allowance, Head of Institution Allowance, and Vice Principal Allowance.*

Moreover, staff members are granted various types of leaves to address their personal and professional needs, such as **Earned Leave, Casual Leave, Maternity Leave, Study Leave, and Sick Leave. Educational leave** for further studies is supported with full salary and additional benefits like **house rent and thesis and book grants.**

Financial support for official travel and daily expenses is provided through the **BCM TA/DA Rules 2019,** ensuring efficient duty performance. Long-term financial planning is facilitated by the Saving Scheme based on the **BCM Saving Scheme 2019,** while healthcare needs are covered by the **BCM Health Care Scheme 2019,** including medical reimbursement.

Staff members are entitled to different kinds of pensions through the **BCM Pension Rules, 2019,** including *superannuation, voluntary, family, compensation, invalid, and compulsory pensions.* They are also eligible for *leave encashment and gratuity.* Regular staff members regularized from April 1st, 2016 onwards can opt for pension benefits through the **BCM New Pension Scheme, 2019** to support them in their post-retirement years.

Furthermore, the institution has established the **HATIM Staff Welfare Committee**, which serves as an additional support system for staff members. This committee extends financial assistance and support in times of need, such as during *bereavement, natural calamities, sickness, and special life events like marriages.*

In recognition of staff members' contributions and achievements, the HATIM Staff Welfare Committee provides cash incentives and citations for various milestones. These include receiving superannuation pension, voluntary pensions, transfers, obtaining a Ph.D. degree, or receiving national/state awards.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 18.4

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	18	3	4

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

For efficient resources and fund management the institution has developed practicable strategies for the mobilisation and optimal utilisation of financial resources from various sources. A dedication to accountability, efficiency, and transparency serves as the foundation for these tactics. The college is a self-financed institution under the aegis of the Baptist Church of Mizoram (BCM). Being an institution set up by the BCM, it is a non-governmental institution. The college funding and resources are mobilised and utilised optimally per the institution's requirements.

FINANCIAL MOBILIZATION AND UTILIZATION: The primary source of financial resources for

our institution is the fees collected and funds received from the church, BCM such as:

- Students' admission, tuition fees and hostel fees.

- College development fund under the property management of the BCM headquarters.

- Various facilities fees and funds collected from the students under library and laboratory fees.

- Other philanthropic agencies or personnel either in the form of monetary capital or physical donation of assets.

- Resource mobilisation and utilisation.

- Staff welfare fees collected from all staffs on a monthly basis.

- Fees collected for semester examination center. Additionally, a portion of the Exam/Re-evaluation application fee payable to the Mizoram University (MZU) is retained as per MZU norms.

The institution meticulously prepares its budget based on estimates from the previous year, actual expenses, and the number of students eligible for the academic year. All proposals for expenses are documented with supporting materials, and approvals are sought from the Finance Committee of the Baptist Church of Mizoram (BCM) Headquarters through the Education Committee of the BCM. After the budget proposal gets its revision as per the BCM Finance Committee norms it is forwarded to the Executive Committee for signature of approval as a report. The process of budget proposal and approval is conducted through a tender process, approved by the Finance Committee and Executive Committee of the BCM. These committees are hierarchically placed to perform the role of managing and governing committees under the aegis of the BCM

Following this budget plan a strategic approach is adopted in the allocation and utilization of funds. The institution ensures that every expenditure aligns with its academic and operational objectives which is reflected in the college's annual Audit Report.

AUDITING PROCESS: Our institution places a strong emphasis on financial accountability through regular internal and external audits. A qualified auditor, appointed by the BCM, conducts continuous audits and presents a final audit report Annually.

The internal Audit process involves scrutiny of financial transactions carried out by appointed account personnel under and by the BCM Society while the external audit is conducted by a qualified firm of chartered accountants appointed by the BCM society. This audit helps identify any discrepancies or irregularities and provides an unbiased evaluation ensuring adherence to accounting standards and regulations.

In conclusion, our institution's financial management strategies carefully balance resource mobilization, utilization, and rigorous auditing processes while committing to transparency in utilization for providing quality education.

File Description	Document
Upload Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) has contributed significantly to institutionalizing the quality assurance strategies and processes. These include

- **SEMINARS AND WORKSHOPS**: These are held sometimes in collaboration with departments and other institution while it is also held independently by various departments as advised to them by IQAC.

- **COLLABORATION WITH OTHER INSTITUTIONS:** *Faculty Exchange Programme and Student Exchange Programme* through **a Memorandum of Understanding.**

- **PARENTS TEACHER'S MEET:** This is held annually where our stakeholders' performances and feedbacks of the parents are taken and considered for improving the teaching and learning environment of the college.

- **FEEDBACK SYSTEM:** It has two system involved –
  - A faculty performance appraisal by students at the end of the academic year through the IQAC-initiated students' feedback form.
  - following the first feedback system, every class CR keeps a student record book on classes taken by the teacher on a day-to-day basis. This record book reflects the topic taught, the nature of the class taken by the teacher and how well the class was received. At the end of day, it is then submitted to the principal office for scrutiny of the record.

- **LESSON PLANS, LOGSHEET, SUBMISSION OF DMR AND DAR BY EACH DEPARTMENT:**
  - **Lesson Plans:** Every teacher is required to make a lesson plan at the beginning of each semester which reflects the teacher's plan on how the class is to be taken, method of teaching to employ and the topic (Syllabus) to be taught within a timeframe stipulated by the teacher.
  - **Logsheet:** A log sheet is an official record used for monitoring the faculty's ways of teaching and the topics covered. The IQAC has designed a Logsheet, the template of

which is as under:

- The Logsheet template is designed to include the following factors:
    - Date, Period, Class, Semester
    - Subject and Topics Covered
    - Teaching Methods employed: Lecture / Role Play / Group Discussion
    - ICT enabled teaching Aid applied: internet / PPT presentation / Video Conference/ academic Film Show
    - Other Structure and Method Employed: Unit Test / Mentoring / Seminar Presentation / Report / Term Paper / Quiz.
    - Value added class session employed: reading hour / writing skills hour / any other specific activities.
    - At the bottom, there are three different textboxes for Achievements / remarks by the concerned teacher, second, a remark by the head of the department and thirdly, a remark box by the principal which are filled accordingly at the end of every month.

- **Submission of DMR and DAR by each department:** Every department is made to submit their Department Monthly Record (DMR) made based on the Logsheet which summarises the overall performance of a teacher in a month. While Department Annual Report (DAR) is an overall achievement in teaching and learning structure and process by the department which includes not only the aforementioned elements but also other departmental activities like seminars, projects, active learning and other related activities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: C. Any 2 of the above

File Description	Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Understanding the delicate demands of a certain gender requires gender sensitization, which is a fundamental prerequisite. Being a co-ed institution, HATIM placed a high value on gender sensitization. The institution has established a **'Women Cell'** to oversee activities that will involve every member of the HATIM community in promoting gender equity in order to sensitize gender equity on campus and to educate students about the issue.

In addition to the Women Cell, the **Anti-Ragging and Discipline Committee** proactively promotes gender equality and a friendly and safe environment for students of any gender. These cells seek to make a difference in creating a community that is gender aware and where people work together to share opportunities and responsibilities equally.

Measures are started in two separate ways: first, by integrating the curriculum into the syllabi of various courses, and second, by engaging Women Cell in various institutional activities.

Curricular activities involve learning inside the classroom and integrating the students' specific curricular approaches into affiliated University syllabi. These are evident from the various syllabi structured for courses and papers across departments.

Institution activities as evidence of commemoration of gender sensitisation are as follows:

- **Observation of International Women's Day** on **8th March of every year** by Women Cell.
  - **[2018]** It was observed by preparing cards and distributing free sanitary pads to female students.
  - **[2019]** It was observed under the United Nations-designated theme *"Think equal, build smart, innovate for change."* The goal of this activity is to raise community awareness of gender equality.
  - **[2020]** United Nations-designated theme *"I am generation of equality: Realizing Women's Rights"* was also used as an observation theme. The Cell ran a signature campaign and screened a little movie clip on gender parity as part of its awareness-raising efforts.
  - **[2021-2022]** The statement based on the topic *"Women in leadership: Achieving an equitable future in a COVID-19 world"* was read. The following are the activities:
    - *Wearing a white top* as the symbolism of purity.
    - *Quotation Competition* was held on the theme of gender equality.
    - *Crossing arms in solidarity* – A social media campaign.

- ▪ Participation in the **BCTA Women's Wing Summit, Delhi**

- The ***"Legal Awareness Programme on Laws Related to Women"*** was held by the Mizoram State Commission for Women (MSCW) in collaboration with the National Commission for Women, New Delhi, and was attended by members of the Women Cell and five (5) students.

- In every activity, from sports during **college week** to cultural and other student events, *both genders are equally motivated to participate to ensure equal opportunity.*

- **The Anti-Ragging cell** organized an awareness campaign on strict no-ragging policy irrespective of gender and non-discrimination of gender.

- **The Discipline committee**, in its manual on "general manners and etiquettes," states the importance of courtesy and respect for all genders, which is occasionally checked and monitored by the discipline committee and its member representatives in each department.

- **Female Students** are included in the **Women Cell Committee** as a representative of the female Gender.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

In order to provide an inclusive environment in terms of culture, regional, language, social and economic harmony-

- The college organised an annual youth festival **'Hill Fest'** to nurture talents, ideas and creativity among the youths where participation is open to all across different colleges and districts. The festival serves as a great platform for cultural exposure and promoting an inclusive environment.

- The college host a diverse population of students by making admissions open for all irrespective of their social and economic background, as well as ethnic backgrounds. The institutional fees and college fees are structured relatively friendly for students even for the economically weakly situated.

- The teaching and non-teaching faculties in this college have come from different regions, thus exposing students to diversity and its tolerance.

- The college has a **Cultural Club** has been functioning and performing cultural dances in the annual Sports event organized by the college.

- The college has a college *puan (Mizo Women Lungi)* which is worn by ladies, both faculties and students every Thursday to showcase our local tribal cultural tradition of wearing puan.

- With the initiative taken by the Department of History, the college has a *museum* that displays various cultural items with a future plan of collecting more cultural items from outside the state.

- The Department of English organized a **special talk** on *"Lengkhawm Zai:* Its features and Analysis"* on 26th September, 2019 to enlighten the students on the Mizo traditional style of singing.

- The Department of Philosophy, in collaboration with the Department of English organised a **three-day webinar series** on *"Conversation on Zo Identity"* from 19th to 21st October, 2022 to inculcate and foster spirit of dialogue and brotherhood amongst the various tribes and communities within Mizoram.

Likewise, the following activities are undertaken to sensitize the students of their constitutional obligations (in terms of their values, rights, duties, and responsibilities as citizens):

- A **Regular Blood Donation Camp** is organised with initiatives taken by NSS HATIM Unit, Red Ribbon Club, HATIM Students' Council and HATIM Evangelical Wing.

- A **Cleanliness Drive** is observed frequently in and out of the campus organised by NSS HATIM Unit, Eco-Club, HATIM and HATIM Students' Council.

- The Eco-Club, HATIM observed **Green Mizoram Day** every year.

- **Anti-Ragging Cell** is constituted to educate, ensure and maintain healthy interpersonal relations among students in the college campus.

- **Human Values Education:** Scripture and human values has been taught to the students for the growth of their moral and spiritual life.

- The **HATIM Students' Council** is constituted to develop leadership qualities among the students and to act as an important channel of communication between the students and college authority.

- The NSS Unit of HATIM organised a **charity drive** in aid of Myanmar Refugees at Relief Camp, Thaizawl, Lunglei on 26th February, 2022.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

FIRST BEST PRACTICE

Title of the Practice: **INTERNAL REPORT MECHANISM**

OBJECTIVE OF THE PRACTICE:

To implement a quality internal report mechanism that will enable the institution to maintain records of every department, cell, and Committee's activities.

- To review, assess and understand the student's performance and progress academically.

- To assist and guide the students in achieving their long-term objectives and acquire fundamental course knowledge.

- To help and improve the students realize their academic potential

- To establish a trusting relationship with accountability and responsibility with the students.

THE CONTEXT:

The IQAC has implemented a reporting system for various departments, cells, and committees following UGC-NAAC guidelines to document and analyze the absence of a coherent reporting system. The input of the IQAC is then scattered to the concerned for future upgrades if any.

THE PRACTICE:

- **Departmental Reports:** Report formats are made for departments called Departmental Monthly Reports (DMR), Departmental Semester Reports (DSR), and Departmental Annual Reports (DAR).

- **Cells, Committee, and Clubs Reports:** Each Cell, club, and Committee is asked to submit to the IQAC a writeup of reports of various activities carried out for documentation.

EVIDENCE OF SUCCESS:

- The DMR, DSR, and DAR are based on a logsheet that every department instructor uses to enter and record their daily activities, such as classes, tests, counseling sessions, mentoring sessions, and other activities. Within a predetermined amount of time, the Head of the Department compiles a summary and analysis of the teacher's performance based on these logsheets that have been provided to the Head of the Department.

- **DMR** keeps a record of everyday exercises of the instructors including classes taken, tests, IT-tools utilized, and different exercises of a month

- **DSR** keeps a record of movements of every kind performed by a department inside a semester, and illuminates on Interior Tests led, presentation of students, participation of students, and other valuable data.

- **DAR** keeps a record of movements of every sort performed inside a whole scholastic year. It provides data on all exam-related data, teacher publication data, extension activities, and department-related activities. The IQAC receives the aforementioned three for documentation.

- **AAR:** The Annual Activity Report is submitted to the IQAC by different cells, committees, and clubs. These reports are typically developed in three sections: Introduction, details of the event/activity, and accomplishment. Underperforming committees and cells are encouraged to remain vigilant and engaged by this reporting system. Through the AAR analysis, the institution's head can determine the effectiveness of various committees and cells and take necessary action, if any.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

Problems encountered:

- The primary obstacle lies in the regularity and punctuality with which reports are submitted.

- Proper record keeping and data collection for various activities

- Lack of timely responses from teachers

- A few faculties lack of IT proficiency.

Resources Required:

- Basic training in MS Office, Report Writing, and documentation process.

- Office / Stationery supplies are easily available to cells, departments, and committees on a need basis from the admin office through the indenting process which can still be further simplified.

SECOND BEST PRACTICE

Title of the Practice: **MENTOR-MENTEE SYSTEM**

OBJECTIVE OF THE PRACTICE:

The main goals are to track students' academic progress, identify those who are struggling or excelling, maintain regular communication with stakeholders, and support students in reaching their full potential.

THE CONTEXT:

Each student is unique and comes from a different background, so the institution has implemented a Mentor-Mentee System to address individual needs and provide guidance for academic and personal development. This system helps bridge the gap between faculty and students by offering emotional and practical support, encouragement, and a conducive learning environment.

THE PRACTICE:

The IQAC's Mentor-Mentee System pairs students with faculty mentors for their courses, with each faculty member in a department assigned a certain number of mentees. Academic records are kept by either the faculty or the students, documenting performance on assessments and exams. Faculty regularly review these records and are responsible for assessing their mentees. The IQAC expects departments and mentors to provide support to students in overcoming challenges. Records are submitted to the IQAC for quality assurance, and interventions are made based on mentor feedback.

General method employed by departments in the assignment of mentees to mentors:

Typically, semester students are paired with mentors from the same department who teach the same semester or the next semester. However, the IQAC does not strictly enforce this rule, as some departments have fewer students. Therefore, departments have their ways of assigning mentors based on student-teacher ratios.

EVIDENCE OF SUCCESS:

Based on the requirement deduced by the mentor, the mentee is provided guidance mostly in the form of

counseling and remedial classes.

The method employed by the mentor involves:

- ***Traditional One-on-one Mentoring*** involves the mentor supporting the student academically and addressing personal challenges to foster trust and a strong bond between them.

- ***Distance mentoring*** was utilized extensively during the pandemic in 2020-2021 when classes were moved online. Mentors communicated with mentees through phone calls, texts, or video calls during online classes and privately, based on their preferences.

- ***Group Mentoring*** involves a mentor meeting with a group of mentees who have similar needs or requirements for mentoring sessions.

Mentoring has been particularly beneficial during the pandemic as it allows mentors to stay connected with their mentees. Assigning students to mentors has also led to the creation of parent group chats, which are used to keep parents informed about their child's progress. Mentoring groups are the main way of sharing important information.

PROBLEMS ENCOUNTERED AND RESOURCE REQUIRED:

While some students are willing to open up, there are many more who are hesitant to share their thoughts and feelings. This presents a significant challenge for mentors trying to assist. The only necessary resources are stationary for keeping track of their mentees, but the most important qualities for a mentor are patience and understanding to build a strong and trustworthy relationship with their mentee.

Notes: The IQAC had resolved and organized a common faculty meeting to address how this system can be used most effectively

File Description	Document
Any other relevant information	[View Document](#)
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The institution like any other HEI aims at instilling subject knowledge in the students and promoting all round development of the stakeholders. This can be achieved with active involvement of the student with the understanding that they too have a part in their academic as well as personal development. This is achieved through a practice introduced into the teaching and learning system of the institution which is distinctive to the institution priority and thrust, that is students all round development.

This practice allows the student to give daily feed back on the teacher performance which is recorded in a daily record book maintained by the Class Representative. Following the format laid down by the UGC-NAAC for best practices, the same is applied to report the performance of the institution in one area distinctive to its priority and thrust because it portray the efficiency of the practice best.

TITLE OF THE PRACTICE: STUDENT'S DAILY RECORD BOOK

OBJECTIVE OF THE PRACTICE:

1. To enable the students to keep and maintain their daily classroom activity from lecture to any other related academic exercises.
2. To keep track of the syllabus (courses) finished or otherwise
3. To keep track of the teacher's performance in terms of punctuality, courses taught and delivery and knowledge skill of the teacher.

THE CONTEXT:

The students in keeping the record is empowered to write in their daily feedback on their courses / subject topic taught in the classroom. As in the aforementioned point, it allows the student to assess the environment of their learning inside the classroom. Though, this may be very helpful in keeping and maintaining the daily progress report of the teacher and the syllabus covered, it nonetheless is not without a challenge.

Since the record is maintained by the **Class Representative (CR)** and the **Assistant Class representative (ACR),** it is not sure whether the inputs are acquired from the entire class. Though this may pose as a challenge, it still however, helps the students in keeping record of the courses curriculum.

THE PRACTICE:

- The CR/ACR records the *entry time* of the teacher as well as the *exit time* of the teacher into the classroom

- The students then record the *topic of discussion or lecture* for each subject / paper taken on respective days.

- The students also record the *method of teaching* which includes discussion, mentoring, writing

exercises, reading exercises, test, presentation or use of power point presentation or any other method or aid of teaching tools/method employed by the teacher.

- The students then express in writing the *nature of learning* of the class, their *level of understanding* and *quality of delivery* by the teacher and reciprocity of the student.

- The record book is then submitted to the *principal office* for his perusal and evaluation.

- It is, however, important to mention that this practice though may be efficient it is not sufficient and totally impartial, since the record is kept by either or both the CR and ACR. Nevertheless, it is efficient in terms of understanding the general learning and delivery environment of the curriculum and learning in the classroom.

EVIDENCE OF SUCCESS:

This Student's log book is *not made accessible to the teacher*, *but it is on the Principals and or the IQAC* discretion on how to approach the teacher for evaluation, if any is recorded by the student. This process of interaction is made verbal on a one-on-one need basis conversation between the principal and the teacher in his office privately. This helps the teacher to assess his or her method of teaching and delivery of the curriculum and the quality of his teaching, whereupon evaluation, the teacher accommodates ways and means of improvement in his or her delivery of classroom teaching.

As per the feedback received from the principal and the IQAC, the teacher is then asked to either incorporate or exclude his or her methods under advisement.

PROBLEMS ENCOUNTERED AND RESOURCE REQUIRED:

- **PROBLEMS ENCOUNTERED:** The students' inputs are made by the CR and ACR, so it is uncertain whether the inputs are inclusive of all the class member opinion or feedback. Thus, this renders the input though efficient, insufficient. This challenge, can be resolved by advising the CR and ACR to accommodate their class mate feedback on the class taken and include it in the record book.

- **RESOURCE REQUIRED:** Resources used for this practice is basic and minimal, which includes a *Register* provided from the Institution office and the syllabus of the paper taught. it then depends upon the student's discretion to input feedback on the classroom learning, performance of the teacher and the quality of reciprocity of entire class to the learning process.

Notes:

The above-mentioned practice is helpful in maintain quality assessment of the classroom teaching and learning progress on a daily basis. This record book helps in understanding the stakeholders needs and

requirement in their learning process and keeping in track of the topics and curriculum covered and whether it is line with the syllabus that is being provided by the affiliating University. It also helps the teacher to improve and accommodate changes as per the students need and requirements.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

- As per the instruction given by UGC and its affiliating Mizoram University, the institution has *implemented NEP 2020* syllabus in the first semester of the academic year 2023. The institution had a workshop for the teaching staff regarding the implementation of the NEP 2020 where Prof. Lalbiakdiki Hnamte (Director, College Development Center, Mizoram University) was the Resource Person.

- The institute is *open to host training camps for the NCC Mizo 2 Battalion* starting from 2024 where the institute has approached the same to make *an agreement with the NCC Mizo 2 Batallion* Headquarters to set aside a dedicated area of and for use for *construction of Obstacle Course.* This will cater to various NCC units as a training ground for the whole Southern region of the state.

- Also, Under the *'JAL Jeevan Mission' - the AMRUT 2.0 Scheme* three Rain Water Harvesting Tank of 1 lakh litre capacity each has been announced which will be installed within a year.

- The Ministry of Human Resource Development has undertaken an initiative for HEIs to intervene and contribute in the development of rural areas in various capacities. As such, continual multiple measures have been taken and have identified *a village Zotuitlang, Lunglei District* and have approached the village council for the same. Official works for adoption has started and will soon be finished and inaugurated by next academic session.

Concluding Remarks :

Since its inception in 2007, the institution has evolved from *two undergraduate programs to eight undergraduate programs*, and from *just a building to more than 30-acres lush green campus*. The institution has come a long way still more to achieve. Nevertheless, the institution has achieved great heights concerning the quality of an institution that NAAC has identified for an institution to improve upon such as *education, infrastructure, facilities, etc., Providing quality education has been the primary objective of the institution.*

The institution seeks to be a *nurturing ground for students and provide holistic development through human values teaching, academic excellence and professional competence to make effective contributions to society in a dynamic environment.* The institute strives to develop the students into capable, reliable, and responsible members of society and to be able to make crucial contributions to communal harmony and national integration.

Self-reflection and self-study have always been the tactics used by the institution to improve quality. The institute's efforts include receiving feedback from stakeholders, conducting academic and administrative audits, and reviewing university performance.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.2	*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years* 1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>187</td><td>107</td><td>24</td><td>43</td><td>157</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>109</td><td>80</td><td>06</td><td>03</td><td>74</td></tr></table> Remark : DVV has rechecked the value and made the necessary changes.
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 88 Answer after DVV Verification: 75 Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has removed the duplicate names.
1.4.1	*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies Remark : DVV has rechecked and made the necessary changes.
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
109	165	134	81	86

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
109	165	125	81	86

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
165	165	125	90	90

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
165	165	125	90	90

Remark : DVV has rechecked and made changes.

2.1.2 *Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
109	165	134	81	86

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	11	8	8

2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
165	165	125	90	90

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

82	82	62	45	45

Remark : DVV has rechecked and made changes as per the clarification.

2.6.3 — **Pass percentage of Students during last five years (excluding backlog students)**

   2.6.3.1. **Number of final year students who passed the university examination year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
92	69	75	73	82

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
92	69	75	73	82

   2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
113	73	75	75	86

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
112	73	75	75	86

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded.

3.5.1 — *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

Answer before DVV Verification :
Answer After DVV Verification :7
Remark : DVV has rechecked and made changes as per the clarification.

4.4.1 — *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

   4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**
Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
39.55	59.39	7.44	5.22	8.22

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
13.89	25.36	2.46	2.30	4.60

Remark : DVV has rechecked and made changes as per the clarification.

5.1.1	*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

5.1.1.1. **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
186	167	160	157	188

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
199	167	160	157	188

Remark : DVV has made changes as per the data shared by the HEI and the value is upgraded.

5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
44	32	58	58	65

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	15	15	20

5.2.1.2. **Number of outgoing students year wise during the last five years**
Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
112	73	75	75	86

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
92	69	75	73	82

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. In 5.2.1.1 DVV has considered only placement of students and In 5.2.1.2 considered as per 2.6.3.1 as per SOP.

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3	3	38	3	4

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	18	3	4

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has removed the duplicate names.

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**

2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

   Answer before DVV Verification : A. 4 or All of the above
   Answer After DVV Verification: B. 3 of the above
 Remark : DVV has rechecked and made the necessary changes.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations