

OFFICE OF THE PRINCIPAL  
GOVERNMENT JOHNSON COLLEGE  
AIZAWL MIZORAM



Shivaji Tillah, Khatla: Aizawl Mizoram- 796001, Phone & Fax No- 0389-2334757,  
Website: [gjc.ac.in](http://gjc.ac.in) Email: [gjcmizoram@gmail.com](mailto:gjcmizoram@gmail.com)

No.A.12026/6/07/JC  
GOVT. JOHNSON COLLEGE: AIZAWL  
INTERNAL QUALITY ASSURANCE CELL (IQAC) AND VARIOUS COMMITTEES/BOARDS/CELLS  
(2019-2021)

This is to inform you that you have been appointed in the following IQAC Cell(s) towards the functioning of Govt. Johnson College from 1<sup>st</sup> July, 2019 to 30<sup>th</sup> June, 2021, as resolved in the meeting of IQAC held on 29<sup>th</sup> July, 2020. In pursuance of the NAAC preparation, the resolutions of the meeting held on the 24<sup>th</sup> June 2019, is amended by the present meeting:

1. In order to assist the Coordinator, the meeting resolved to appoint two more Assistant Coordinators: Mr. Vanlalsawma History Dept and Dr. Ruth Lalsawmzuali Education Dept.
2. The meeting further resolved to appoint 5 new faculty members in different cells as highlighted further.

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

|                   |                              |                      |
|-------------------|------------------------------|----------------------|
| Chairman          | : Prof.K.Vanlalmawia         | Principal            |
| Coordinator       | : Mr.David Lalliansanga      | History Dept.        |
| Asst. Coordinator | :Mr. Samuel J. Laltlanzaua   | Economics Dept.      |
|                   | : Mr. Vanlalsawma            | History Dept.        |
|                   | : Dr. Ruth Lalsawmzuali      | Education Dept.      |
| Members           | 1. Dr. J. Zahluna            | Pol. Science Dept.   |
|                   | 2. Dr. Lalrimawii Zadeng     | English Dept.        |
|                   | 3. Mr. F. Lalremsiama        | History Dept.        |
|                   | 4. Ms. Rudie Pachuau         | English Dept.        |
|                   | 5. Mr. Vanlalsawma           | History Dept.        |
|                   | 6. Mr. Lalrammawia           | Mizo Dept.           |
|                   | 7. Ms. Zodinliani            | Education Dept.      |
|                   | 8. Mrs.Rodingliani Tochwawng | Head Assistant       |
|                   | 9. Pu Lalrikhuma Sailo       | Local Representative |

**Objective of the IQAC:**

1. To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of the institution;
2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.



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**Functions of the IQAC:**

1. Development and application of quality benchmarks/parameters for the various academic and administrative activities of the college;
2. Dissemination of information on the various quality parameters of higher education;
3. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
4. Documentation of the various programmes/activities of the college, leading to quality improvement;
5. Acting as a nodal agency of the institution for coordinating quality-related activities;
6. Development of Quality Culture in the college;
7. Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on quality parameters.

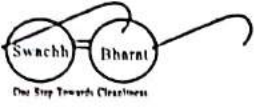
**1. Academic Committee**

|                |    |                               |                       |
|----------------|----|-------------------------------|-----------------------|
| Chairman       | :  | Mr. Vanlalsawma               | History Dept.         |
| Secretary      | :  | Mrs. Sailo Lallianpuii        | Economics Dept.       |
| Asst Secretary | :  | Ms. Lalnunmawii Pachuau       | English Dept.         |
| Members :      |    |                               |                       |
|                | 1. | Ms.Rudie Pachuau              | HoD English Dept.     |
|                | 2. | Mr. Lalropuia                 | HoD Mizo Dept.        |
|                | 3. | Dr. J.Zahluna                 | HoD Pol.Science Dept. |
|                | 4. | Mr. F.Lalremsiama             | HoD History Dept.     |
|                | 5. | Mr. Hunpuiliana               | HoD, Economics Dept.  |
|                | 6. | Ms. Lalramthari               | HoD Education Dept.   |
|                | 7. | Mr. David Lalliansanga        | IQAC Coordinator      |
|                | 8. | Ms. Lily Lalhruaikimi Hnamte, | Dy. Librarian         |

**Main responsibilities:**

1. To administer the admission process.
2. To determine intake capacity of the college.
3. Responsible for over-all academic improvement
4. Preparation of annual academic calendar in consultation with relevant committees & cells (sports, examination, observance of state, national and international days, etc).
5. Preparation and updating prospectus for the current and next year.
6. Preparing daily routine for all the classes for the current academic year.
7. Teaching & Learning- Innovative teaching, use of ICT in classroom teaching, etc
8. Plan and organize college/department seminars/talks
9. Work closely with Exam Cell on all exam related matters





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**2. Examination Cell**

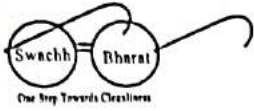
|                 |   |                           |                   |
|-----------------|---|---------------------------|-------------------|
| Chairman        | : | Dr.Lalrimawii Zadeng      | English Dept.     |
| Secretary       | : | Ms. Zodinliani            | Education Dept.   |
| Asst. Secretary | : | Mr. Vanlalrova Varte      | Mizo Dept.        |
| Members         | : | 1. Mr. Thangnghinglova    | English Dept.     |
|                 |   | 2. Mrs. R.Lalchhanhimi    | Mizo Dept.        |
|                 |   | 3. Mr. Zothlanpuia        | Pol.Science Dept. |
|                 |   | 4. Mr. Rosangkhuma        | History Dept.     |
|                 |   | 5. Mrs. Sailo Lallianpuii | Economics Dept    |
|                 |   | 6. Ms. P.C. Zonunsangi    | Mizo Dept.        |
|                 |   | 7. Ms. Ruatdiki Hmar      | Pol. Science Dept |
|                 |   | 8. Mrs. Hmangaihzuali,    | LDC               |
|                 |   | 9. Mr. C. Lalchhuankima   | LDC               |

**Main responsibilities:**

1. Conduct Internal and Semester Examinations
2. Overall compilation of student attendance submitted by each academic department for monthly publication
3. Overall compilation of Internal marks submitted by each academic departments
4. Hmangaihzuali and C. Lalchhuankima entrusted with entry of internal marks and summation for publication of results.
5. Report at end of every exam such as total number of students exam-appeared/ fill up exam forms/results to the principal and preparation of statistics.
6. Work closely with Academic Committee

**3. Moderation Board for Internal Assessment**

|                 |   |                           |                   |
|-----------------|---|---------------------------|-------------------|
| Chairman        | : | Dr.Lalrimawii Zadeng      | English Dept.     |
| Secretary       | : | Ms. Zodinliani            | Education Dept.   |
| Asst. Secretary | : | Mr. Vanlalrova Varte      | Mizo Dept.        |
| Members         | : | 1. Mr. Thangnghinglova    | English Dept.     |
|                 |   | 2. Mrs. R.Lalchhanhimi    | Mizo Dept.        |
|                 |   | 3. Mr. Zothlanpuia        | Pol.Science Dept. |
|                 |   | 4. Mr. Rosangkhuma        | History Dept.     |
|                 |   | 5. Mrs. Sailo Lallianpuii | Economics Dept    |



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Main responsibilities:

To moderate internal marks awarded to students

4. **Maintenance, Repairs & Property Committee.**

|           |   |                                    |                    |
|-----------|---|------------------------------------|--------------------|
| Chairman  | : | Mr. Rosangkuma                     | History Dept.      |
| Secretary | : | Ms. Lalnunmawii Pachuau            | English Dept.      |
| Members   | : |                                    |                    |
|           |   | 1. Mr. Lalrammawia                 | Mizo Dept.         |
|           |   | 2. Ms. Lalmuanpuii                 | Education Dept.    |
|           |   | 3. Mrs. Zohmangaihi Ralte          | Pol. Science Dept. |
|           |   | 4. Mr. Johnny Lalremruata Pachuau  | Mizo Dept.         |
|           |   | 5. Mrs. Miriam Lalhriatpuii Hnamte | UDC                |
|           |   | 6. Mr. Lalhminganga                | Library Assistant  |
|           |   | 7. Mr. Lalduha                     | IV Grade           |
|           |   | 8. Mr. Vanlalthmuaka,              | IV Grade           |
|           |   | 9. Mr. Kaphranga                   | IV Grade           |
|           |   | 10. Gospelthlengliana              | IV Grade           |
|           |   | 11. Pu F. Vanlalthruaia            | IV Grade           |

Main responsibilities:

1. Maintain a register of all college property
2. Maintenance and repairing of equipment and machinery

5. **UGC Scheme**

|           |   |                               |                    |
|-----------|---|-------------------------------|--------------------|
| Chairman  | : | Mr. R. Lalhmingthanga         | Economics Dept.    |
| Secretary | : | Mr. Samuel J. Laltlanzaua     | Economics Dept.    |
| Members   | : |                               |                    |
|           |   | 1. Dr. J. Zahluna             | Pol. Science Dept. |
|           |   | 2. Mrs. K. Zothanpuii         | Education Dept     |
|           |   | 3. Mr. David Lalliansanga     | History Dept.      |
|           |   | 4. Mrs. Rodingliani Tochwawng | Head Assistant     |

Main responsibilities:

1. Responsible for preparing of DPR of all projects/ funds received by the college.
2. Expenditure criteria on different schemes for the college.
3. Exploring/acquiring sources of funds, major or minor projects for the colleges from UGC and others.



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**6. Students Development and Welfare Committee**

|           |   |                              |                    |
|-----------|---|------------------------------|--------------------|
| Chairman  | : | Mr. Lalrammawia              | Mizo Dept.         |
| Secretary | : | Mrs. Zohmangaihi Ralte       | Pol. Science Dept. |
| Members   | : | 1) Pu Hunpuiliana            | Economics Dept.    |
|           |   | 2) Mrs. Lalmalsawmi Renthlei | Economics Dept.    |
|           |   | 3) Dr. C.Lalrinfeli          | English Dept.      |

**Ex-officio members**

|                            |                           |                    |
|----------------------------|---------------------------|--------------------|
| 1) NSS in-charge           | Ms. Lalramthari           | Education Dept.    |
| 2) NCC in-charge (Army)    | Mr. Vanlalrova Varte      | Mizo Dept.         |
| 3) EU in-charge            | Mr. R. Lalhminthanga      | Economics Dept. &  |
|                            | Mrs. Zohmangaihi Ralte    | Pol. Science Dept. |
| 4) Teacher in-charge, SU   | Mr. Lalropuia             | Mizo Dept.         |
| 5) Teacher in-charge, SU   | Mrs. Ruth Lalsawmzuali    | Education Dept.    |
| 6) Vice President, SU      |                           |                    |
| 7) General Secretary, SU   |                           |                    |
| 8) Consumers' Club i/c     | Mr. Samuel J. Laltlanzaua | Economics Dept.    |
| 9) Adventure Club i/c      | Mr. Thangnginglova        | English Dept.      |
| 10) Red Ribbon Club i/c    | Dr. Lalrimawii Zadeng     | English Dept.      |
| 11) SSU in-charge          | Mr. Zothlanpuia           | Pol. Science Dept. |
| 12) Secretary, Sports Comt | Mr. Vanlalrova Varte      | Mizo Dept.         |
| 13) Eco Club               | Mrs. Lalmalsawmi Renthlei | Economics Dept.    |

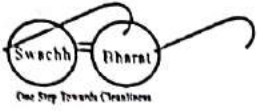
**Main responsibilities:**

1. Plan annual activities with Teachers in-charge of all extra-curricular activities
2. Responsible for over-all development, well-being and welfare of students
3. To recommend on the enhancement of facilities for students
4. To coordinate the various extra-curricular activities- NCC, NSS, Consumer Club, Adventure Club, Red Ribbon Club, Students Union, Evangelical Union, etc.

**7. Research and Extension Cell**

|           |   |                  |                   |
|-----------|---|------------------|-------------------|
| Chairman  | : | Dr.J.Zahluna     | Pol.Science Dept. |
| Secretary | : | Dr. C.Lalrinfeli | English Dept.     |





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|         |   |                              |                 |
|---------|---|------------------------------|-----------------|
| Members | : | 1. Dr.Lalrimawii Zadeng      | English Dept.   |
|         |   | 2. Mr. Lalropuia             | Mizo Dept.      |
|         |   | 3. Mrs. Ruth Lalsawmzuali    | Education Dept. |
|         |   | 4. Mr. Samuel J. Laltlanzaua | Economics Dept. |
|         |   | 5. Dr. V. L. Rinawmi         | English Dept.   |

Main responsibilities:

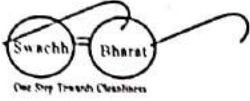
1. Encourage research among teachers and facilitate research projects
2. To promote research and publication among the students and teachers.
3. Search and explore sources and funding agencies for research projects
4. Plan and organize extension programmes
5. Plan and organize seminars-state, national and international level

**8. Grievance Redressal Cell**

|                |   |                                 |                    |
|----------------|---|---------------------------------|--------------------|
| Chairman       | : | Prof. K. Vanlalmawia            | Principal.         |
| Vice- Chairman | : | Dr. J Zahluna                   | Pol. Science Dept. |
| Secretary      | : | Mrs. Lucy Vanlalhruii           | Pol. Science Dept. |
| Members        | : | 1. Mr. F.Lalremsiama            | History Dept       |
|                |   | 2. Dr. Lalrimawii Zadeng        | English Dept       |
|                |   | 3. Mr. R.Lalhmingthanga         | Economics Dept     |
|                |   | 4. Mrs. Ruth Lalsawmzuali       | Education Dept     |
|                |   | 5. Mrs. T. Lalawmpuii           | English Dept.      |
|                |   | 6. Mr. David Lalliansanga       | IQAC Coordinator   |
|                |   | 7. Teacher i/c, Students' Union |                    |

Main responsibilities:

1. To look into grievances of students towards teachers/non-teaching staff/administrator/any cell or committees.
2. The students' grievances shall be redressed as early as possible; any complaints against anyone which is beyond the jurisdiction of the college for redress may be forwarded to Director or QAC, Higher & Technical Education, Govt. of Mizoram.
3. Any complaints lodged against teachers by students may be redressed by the committee in consultation and direction with the Principal.
4. Complaint Box/Suggestion Box shall be opened and suggestion shall be examined and forwarded for further redress.
5. Teachers self evaluation.
6. Evaluation of Teachers and Non-teaching staff by students.



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(For this purpose, questionnaire be prepared or modified in tune with our system and the records be kept confidential and inform the assessed person)

7. Prepare student feedback system of the institution.

**9. Cleanliness & Beautification Committee**

|           |   |                            |                 |
|-----------|---|----------------------------|-----------------|
| Chairman  | : | Ms.Zodinliani              | Education Dept. |
| Secretary | : | Mrs. Lalmalsawmi Renthlei  | Economics Dept. |
| Members   | : | 1. Mrs. K.Zothanpuii       | Education Dept  |
|           |   | 2. Mr. Thangnghinglova     | English Dept    |
|           |   | 3. Mr. Vanlalrova Ralte    | Mizo Dept.      |
|           |   | 4. Ms. P.C. Zonunsangi     | Mizo Dept.      |
|           |   | 5. Mrs. Lalbiakdawli       | LDC             |
|           |   | 6. Mr. Lalduha             | IV-Grade        |
|           |   | 7. Mr. Kaphranga,          | IV-Grade.       |
|           |   | 8. Mr. Gospel Thlengliana, | IV-Grade.       |

1. Campus cleanliness drive – weekly/monthly/bi-monthly/etc with students.
2. Prepare annual plan for the beautification of campus
3. Future plan for the beautification of the campus and institution.
4. Suggestion for the location of assets such as new construction, etc.,
5. Tree plantation inside and outside campus.
6. Submit annual report to the Principal.

**10. Career & Counseling Cell**

|           |   |                          |                   |
|-----------|---|--------------------------|-------------------|
| Chairman  | : | Ms. Lalramthari          | Education Dept    |
| Secretary | : | Mr. Samuel J.Laltlanzaua | Economics Dept    |
| Members   | : | 1. Mr. F.Lalremsiama     | History Dept.     |
|           |   | 2. Mr. Zothlanpuia       | Pol. Science Dept |
|           |   | 3. Mr. Hunpuiliana       | Economics Dept    |
|           |   | 4. Ms.Lalmuanpuii        | Education Dept    |



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**Main responsibilities:**

1. Arrange counseling Room
2. Provide counseling services to students in need
3. Publish quarterly newsletter on career guidance
4. Organize students career guidance programmes
5. Career counseling for the economically weaker students and provide suggestions
6. Provide guidance and counseling for students

**11. Alumni Committee**

|           |   |                          |                   |
|-----------|---|--------------------------|-------------------|
| Chairman  | : | Mrs. Lucy Vanlalhrauii   | Pol. Science Dept |
| Secretary | : | Mrs. Ruth Lalsawmzuali   | Education Dept.   |
| Members   | : | 1. Mr. Lalrammawia       | Mizo Dept         |
|           |   | 2. Mr. C.Rosangkhum      | History Dept      |
|           |   | 3. Ms. Lalramthari       | Education Dept    |
|           |   | 4. Mrs.Sailo Lallianpuii | Economics Dept.   |
|           |   | 5. Dr. V.L. Rinawmi      | English Dept.     |
|           |   | 6. Mrs. Hmangaihzuali    | LDC               |

**Main responsibilities:**

1. Registration of Alumni
2. Organize Alumni association
3. Awareness of college alumni association
4. Organize regular alumni meetings
5. Prepare budget to initiate the alumni association-such as publicity/tea & snacks.
6. Encourage alumni contribution for the college/awards/welfare of the institution.

**12. Information & Communication Technology (ICT) Cell**

|           |   |                     |                    |
|-----------|---|---------------------|--------------------|
| Chairman  | : | Mr. Zothlanpuia     | Pol. Science Dept. |
| Secretary | : | Mr. Thangnghinglova | English Dept.      |





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|         |   |                              |                    |
|---------|---|------------------------------|--------------------|
| Members | : | 1. Mr. Vanlalsawma           | History Dept       |
|         |   | 2. Mr. Samuel J. Laltlanzaua | Economics Dept     |
|         |   | 3. Mrs.K.Zothanpuui          | Education Dept     |
|         |   | 4. Ms. Lalnunmawii Pachuau   | English Dept       |
|         |   | 5. Mr. Vanlalrova Varte      | Mizo Dept.         |
|         |   | 6. Ms. Ruatdiki Hmar         | Pol. Science Dept. |
|         |   | 7. Mr. Lalchhuankima         | LDC                |
|         |   | 8. Pu Vanlalthmuaka          | IV Grade           |

Main responsibilities:

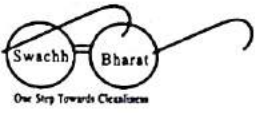
1. Responsible for overall functioning of the college ICT.
2. The Cell will be responsible for maintenance of PA/ sound system of the institution.
3. Classroom & institution e-readiness be ensured within this academic session
4. Management of the college ICT property.
5. Maintenance of the UGC network resource centre.

13. **Felicitation committee:**

|           |   |                               |                   |
|-----------|---|-------------------------------|-------------------|
| Chairman  | : | Mr. Lalropuia                 | Mizo Dept         |
| Secretary | : | Mrs. Lalmalsawmi Renthlei     | Economics Dept    |
| Members   | : | 1. Mr. R.Lahmingthanga        | Economics Dept    |
|           |   | 2. Ms. Rudie Pachuau          | Economics Dept    |
|           |   | 3. Ms. Zodinliani             | Education Dept    |
|           |   | 4. Mrs. Lucy Vanlalhruii      | Pol. Science Dept |
|           |   | 5. Ms. Lalmuanpuui            | Economics Dept    |
|           |   | 6. Mrs. T. Lalawmpuii         | English Dept.     |
|           |   | 7. Mrs. Rodingliani Tochwawng | HA                |

Main responsibilities:

1. Recommend the various awards- Principal's Award, Prof. Darchhawna Award and Dr.H.Vanlalhluna Award to achieving students;
2. Institute new awards and incentives for students, faculty and non-faculty staff;
3. Organize Annual Graduation Day function.
4. Others



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#### 14. Discipline Committee

|           |   |                                   |                 |
|-----------|---|-----------------------------------|-----------------|
| Chairman  | : | Ms. Rudie Pachuau                 | English Dept    |
| Secretary | : | Mr. Lalropuia                     | Mizo Dept       |
| Members   | : | 1. Mr. Vanlalsawma                | History Dept    |
|           |   | 2. Ms. Lucy Vanlalhruii           | Pol. Science    |
|           |   | 3. Mr. Johnny Lalremruata Pachuau | Mizo Dept       |
|           |   | 4. Teacher in-charge              | Students Union  |
|           |   | 5. Vice President                 | Students' Union |
|           |   | 6. General Secretary              | Students' Union |

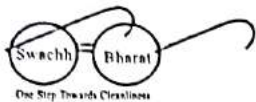
Main responsibilities:

1. Ensure the Rules and Regulations of the college are followed and obeyed by students
2. Ensure that the behaviour and anti-ragging policies are implemented and reviewed
3. Support the principal and staff with respect to their responsibilities in relation to discipline and student behaviour
4. Develop strategies designed to promote and encourage good student behaviour
5. Review and ensure the implementation of the suspension and expulsion policies and procedures
6. Ensure that proper records in relation to disciplinary matters are maintained in the College
7. Establish a consultative process for ascertaining the views of the principal, teachers, students and parents in matters relating to discipline and student behaviour
8. Report and make recommendations to the Principal.

#### 15. Sports Committee

|           |   |                                   |                                    |
|-----------|---|-----------------------------------|------------------------------------|
| Chairman  | : | Mr. Hunpuiliana                   | Economics Dept                     |
| Secretary | : | Mr. Vanlalrova Varte              | Mizo Dept.                         |
| Members   | : | 1. Dr. Lalrimawii Zadeng          | English Dept.                      |
|           |   | 2. Mr. David Lalliansanga         | History Dept.                      |
|           |   | 3. Mr. C. Rosangkhum              | History Dept                       |
|           |   | 4. Mrs. Zohmangaihi Ralte         | Pol. Science Dept                  |
|           |   | 5. Mrs. Lalmalsawmi Renthlei      | Economics Dept                     |
|           |   | 6. Mr. Johnny Lalremruata Pachuau | Mizo Dept.                         |
|           |   | 7. Secretary                      | Games & Sports,<br>Students' Union |





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**Main responsibilities:**

1. Work in close coordination with the Students Union in respect to Annual College Week, in organizing, and selecting venue for games and sports
2. Work in close coordination with the Students Union in respect to the annual Mizoram University Sports
3. Encourage and promote sports among students
4. Acquire and maintain sports equipments
5. Explore, survey and acquire new infrastructure for sports
6. Develop the existing infrastructure for sports

**16. Canteen Committee**

|           |   |                             |                   |
|-----------|---|-----------------------------|-------------------|
| Chairman  | : | Mrs. Zohmangaihi Ralte      | Pol. Science Dept |
| Secretary | : | Ms. Lalmuanpuii             | Education Dept.   |
| Members   | : | 1. Mr. Lalrammawia          | Mizo Dept         |
|           |   | 2. Ms. Zodinliani           | Education Dept    |
|           |   | 3. Ms. Lalnunmawii Pachuau  | English Dept      |
|           |   | 4. Dr. V.L. Rinawmi         | English Dept.     |
|           |   | 5. Mrs. Miriam Lalhriatpuii | UDC               |
|           |   | 6. Mrs. Lalbiakdawli        | LDC               |

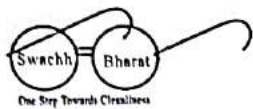
**Main responsibilities:**

1. Selection of persons to operate the canteen through annual advertisement
2. Ensure the smooth functioning of college canteen
3. Ensure the food in the canteen is clean, hygienic and prices reasonable

**17. Student Mentoring System**

**Principal Mentor** : Ms. Lalramthari Education Department

1. Mentor students on academics, provide career guidance, help in personal development, help mould and shape their goals.
2. Encourage good rapport with students



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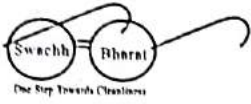
3. Work in cooperation with Academic Committee

**18. Planning Board**

|   |   |                         |
|---|---|-------------------------|
| Chairman                                  | : Prof. K.Vanlalmawia, Ex-Officio                       | Principal               |
| Member Secretary                          | : Mr. David Lalliansanga                                | Coordinator, IQAC       |
| Director, HT&E,<br>Govt of Mizoram        | : Ex-Officio  |                         |
| Director, College Dev. Council,<br>MZU    | : Ex-Officio  |                         |
| Representatives from Academic Departments |   |                         |
|   | 1) Mr. F.Lalremsiama                                    | History Dept.           |
|   | 2) Ms.Rudie Pachuau                                     | English Dept.           |
|   | 3) Mr.Zothlanpuia                                       | Political Science Dept. |
|   | 4) Ms.Zodinliani  | Education Dept.         |
|   | 5) Mr.Lalropuia   | Mizo Dept.              |
|   | 6) Mr. R.Lalhmingthanga                                 | Economics Dept.         |
|   | 7) Mr. Vanlalsawma                                      | History Dept.           |
| Local Person                              | : Mr.Lalthlengliana,                                    | Ex-MLA, Bungkawn        |
| Administrative staff<br>Representatives   | : 1. Mrs.Rodingliani Tochwawng,<br>2. Mrs.Hmangaihzuai, | Head Assistant<br>LDC   |
| Adviser of Equal<br>Opportunity Cell      | : Mr.Samuel J.Laltlanzaua,                              | Economics Dept.         |
| Senior person from<br>Account Dept.       | : Mrs.Lalchansangi,                                     | UDC                     |
| Dy. Librarian                             | : Ms. Lily Lalhruaikimi                                 | Ex-Officio              |

1. To define its own perspective in the light of local needs, social justice and development.
2. To formulate and prepare the proposals for development after identifying its needs and deciding on its priorities.
3. To help the college to effectively implement the various programmes approved by the State government and UGC.
4. To device measures to strengthen the administrative infrastructure in the college.





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5. To bring about necessary academic reforms.

\* *All members of the Board, other than ex-officio members, shall hold office for a term of three years i.e. 2017-2020. (Ref: Guidelines to be followed by the College for utilization of UGC Development Grant)*

### 19. College Development Committee

|                  |                        |                         |
|------------------|------------------------|-------------------------|
| Chairman         | : Prof.K.Vanlalmawia   | Principal               |
| Member Secretary | : Mr.Vanlalsawma       | History Dept            |
| Members          | 1. Dr.J.Zahluna        | Political Science Dept. |
|                  | 2. Mr.F.Lalremsiama    | History Dept.           |
|                  | 3. Ms.Rudie Pachuau    | English Dept.           |
|                  | 4. Ms.Zodinliani       | Education Dept.         |
|                  | 5. Mr. Lalropuia       | Mizo Dept.              |
|                  | 6. Mr.R.Lalhmingthanga | Economics Dept.         |
|                  | 7. MrsRodingliani      | Head Assistant          |

#### Main responsibilities:

- To monitor the development of the college and the fund received for that purpose
- To make plans for utilizing the College Development Fund collected from the students.

### 20. Building Committee

|  |   |                       |
|--|---|-----------------------|
| Chairman                               | : Prof. K. Vanlalmawia,                                     | Principal             |
| Secretary                              | : Mr.C. Rosangkhuma   | Assistant Professor   |
| Teacher Representative                 | 1. Ms.Rudie Pachuau   | English Dept.         |
|  | 2. Mr.Lalropuia,  | Mizo Dept.            |
| Account Representative                 | : Mrs.Miriam Lalhriatpuii Hnamte,                           | UDC                   |
| Administrative Representative          | : MrsRodingliani Tochhawng                                  | Head Asistantant      |
| Representative from University         | : Dr.K.Zirnunsanga  | Deputy Registrar, MZU |
| Representative from PWD                | : Mr.Lalduhzuala  | SDO, PWD, Bungkawn    |
| Representative from Architectural Cell | : Mrs.Veronica Vanlalhriatpuii Colney, Registered Architect | REG No.CA-2003/32473  |
| Members                                | : Mr. F.Lalremsiama, Chairman, UGC Scheme Committee         |                       |
|  | Mr. David Lalliansanga, Coordinator, IQAC                   |                       |



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Main responsibilities:

1. The Building Committee will be responsible for finalizing the plans and estimate of the various building projects by the College and also for ensuring the completion of the construction of buildings in accordance with the approved plans and estimates.
2. All decisions relating the construction, renovation, extension and/or repairs of buildings, including Women Hostel and Library Building, must be first discussed in the Building Committee. All members should be provided with full details of the work proposed.
3. Minutes of all resolutions of the Building Committee should be properly maintained and be referred to UGC and University.
4. It will also be responsible for proper utilization of the fund received from the UGC, the Government and from the College, out of its own resources.

\* *All members of the Committee, other than ex-officio members, shall hold office for a term of three years i.e. 2017-2020. (Ref: Guidelines to be followed by the College for utilization of UGC Development Grant*

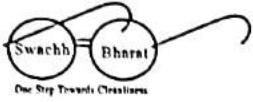
**21. Library Committee**

|                                    |   |   |
|------------------------------------|---|---|
| Chairman                           | : Prof. K. Vanlalmawia,   | Principal   |
| Vice Chairman                      | : Mr. Zothlanpuia   | Political Science Dept.   |
| Secretary                          | : Ms. Lily Lalhruaikimi,  | Dy. Librarian   |
| Representative from Academic Depts | : 1. Ms. Lucy Vanlalhruii<br>2. Mr. David Lalliansanga<br>3. Ms. Lalmuanpuui<br>4. Mr. Thangnghinglova<br>5. Mr. Lalropuia<br>6. Mr. Samuel J. Laltlanzaua<br>7. Mrs. T. Lalawmpuii | Pol. Science Dept<br>History Dept.<br>Education Dept.<br>English Dept.<br>Mizo Dept.<br>Economics Dept<br>English Dept. |
| Account Representative             | : Mrs. Lalchansangi   | UDC   |
| Administrative Representative      | : Mrs. Miriam Lalhriatpuui  | UDC   |
| Library Representative             | : Mr. Lalhmingsanga   | Library Assistant   |

Main responsibilities:

1. The Library Committee shall be responsible for the procurement of books and journals.
2. The Library grant may be utilized equitably over the plan period to procure the latest publications relevant to the courses being offered in the Colleges. Care may be taken not to purchase second-hand books.
3. The amount up to ten percent under this item may be utilized for stacking purposes.
4. At the end of each financial year, the colleges must submit separate lists of Books and Journals purchased along with related documents of supply order etc. as per different items of grants under this head utilized to UGC and the Affiliating University. This is mandatory for obtaining next instalment.





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- \* *All members of the Committee, other than ex-officio members, shall hold office for a term of three years i.e. 2017-2020. (Ref: Guidelines to be followed by the College for utilization of UGC Development Grant)*

## 22.Purchase Committee

|                                   |                         |                   |
|-----------------------------------|-------------------------|-------------------|
| Chairman                          | : Prof.K.Vanlalmawia    | Principal         |
| Teacher Representative            | : Mr.Zothlanpuia        | Pol. Science Dept |
| Non-Teaching Staff Representative | : Mrs.Hmangaihzuali     | LDC               |
| Co-opted Member                   | : Mr.David Lalliansanga | Coordinator, IQAC |

### Main responsibilities:

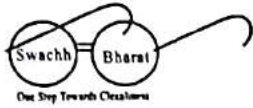
1. The Purchase Committee shall plan and purchase equipment with adequate justification.
2. All decisions relating to the purchases must be first discussed in the Purchase Committee meeting. Minutes of all resolutions of the Purchase Committee should be properly maintained and be referred to UGC and University.
3. The Purchase Committee shall be responsible for procuring equipments which may include laboratory equipments, fax, teaching aid, computer and accessories, software, reprographic facilities, sports equipment, networking etc.
4. The amount up to ten percent may be utilized for storage purpose.
5. The colleges is required to submit a lists of equipments purchase from UGC funds with related documents to the concerned UGC Regional Office and University at the end of each Financial Year.

- \* *All members of the Committee, other than ex-officio members, shall hold office for a term of three year i.e. 2017-2020. (Ref: Guidelines to be followed by the College for utilization of UGC Development Grant)*

## 23.Equal Opportunity Cell

### Advisory Committee

|   |                            |                 |
|---|----------------------------|-----------------|
| Chairman                                  | : Prof.K.Vanlalmawia       | Principal       |
| Adviser                                   | : Mr.Samuel J.Laltlanzaua  | Economics Dept. |
| Members                                   | 1. Mr. Thangnghinglova     | English Dept.   |
|   | 2. Mrs.Sailo Lallianpuui   | Economics Dept  |
|   | 3. Ms. P.C. Zonunsangi     | Mizo Dept.      |
| Coordinators                              | :                          |                 |
| 1) Remedial Coaching                      | : Dr.C.Lalrinfeli          | English Dept.   |
| 2) Coaching Class for Entry into Services | : Mr.Lalrammawia           | Mizo Dept.      |
| 3) Career & Counselling                   | : Mrs.Lalmalsawmi Renthlei | Economics Dept. |



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Main responsibilities:

- To oversee the effective implementation of policies and programmes for disadvantaged groups, to provide guidance and counselling with respect to academic financial, social and other matters and to enhance the diversity within the campus.
- To implement students financial assistance like house rent, bus fare, stipend, etc.
- \* *All members of the Committee, other than ex-officio members, shall hold office for a term of three years i.e. 2017-2020. (Ref: Guidelines to be followed by the College for utilization of UGC Development Grant)*

**24. Anti-Ragging Committee**

|               |                            |                         |
|---------------|----------------------------|-------------------------|
| Chairman      | : Prof. K. Vanlalmawia     | Principal               |
| Vice Chairman | : Mr. F. Lalremsiama       | History Dept.           |
| Secretary     | : Ms. Lalmuanpuui          | Education Dept.         |
| Members       | :                          |                         |
|               | 1. Ms. Zodinliani          | Education Dept.         |
|               | 2. Ms. Lalnunmawii Pachuau | English Dept.           |
|               | 3. Mrs. Zohmangaihi Ralte  | Political Science Dept. |
|               | 4. Mr. Hunpuilliana        | Economics Dept.         |
|               | 4. Mrs. K. Zothanpuui      | Education Dept.         |
|               | 5. Mr. C. Rosangkhumma     | History Dept.           |
|               | 6. Ms. Ruatdiki Hmar       | Pol. Science Dept.      |

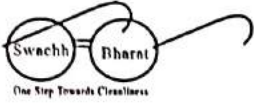
Main responsibilities:-

To prohibit, prevent and eliminate ragging in the college. To also create awareness about ragging among the students.

**25. INTERNAL COMPLAINT COMMITTEE**

|           |   |                          |                   |
|-----------|---|--------------------------|-------------------|
| Chairman  | : | Prof.K. Vanlalmawia      | Principal         |
| Secretary | : | Mrs.Ruth Lalsawmzuali    | Education Dept.   |
| Members   | : | Dr.J.Zahluna             | Pol.Science Dept. |
|           |   | Mrs.Lalmalsawmi Renthlei | Economics Dept.   |





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**Main Responsibilities:**

- The Committee is constituted to look into matters relating to the welfare of women in our institution and to deal with issues regarding Gender Based violence.

*\*Constituted as instructed by Secretary, UGC vide letter No.DO.F.99-3/2014(GS) dated 28<sup>th</sup> July, 2016*

**26. Rashtriya Uchcharat Shiksha Abhiyan (RUSA)**

|                      |   |                          |                    |
|----------------------|---|--------------------------|--------------------|
| (a) Coordinator      | : | Mr.Thangnghinglova       | English Dept.      |
| RUSA Nodal Officers: |   |                          |                    |
| 1. Finance           | : | Mr. Samuel J.Laltlanzaua | Economics Dept.    |
| 2. Equity            | : | Ms. Zodinliani           | Education Dept.    |
| 3. Academic          | : | Mr. Zothlanpuia          | Pol. Science Dept. |
| 4. Civil Works       | : | Mr. Rosangkuma           | History Dept.      |
| 5. Procurement       | : | Mrs. Lalchhanhimi Ralte  | Mizo Dept.         |

**(b) Project Monitoring Unit (PMU)**

|                          |   |  |
|--------------------------|---|--|
| Chairman                 | : | Prof. K. Vanlalmawia, Principal        |
| Secretary                | : | Mr. Thangnghinglova, RUSA Coordinator  |
| Members                  | : | All Nodal Officers                     |
| Teachers' Repr.          | : | Mr. R. Lalhmingthanga, Economics Dept. |
| Non-Teaching Staff Repr. | : | Mr. C. Lalchhuankima, LDC              |
| Students' Repr.          | : | Vice President, Students Union         |

**27. AISHE (All India Survey on Higher Education)**

|               |   |                           |                 |
|---------------|---|---------------------------|-----------------|
| Nodal Officer | : | Mr. Samuel J. Laltlanzaua | Economics Dept. |
|---------------|---|---------------------------|-----------------|



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**28. Entrepreneurship Knowledge Centre**

Coordinator : Mr. R. Lalhmingthanga, Economics Dept.  
Members : All Teachers, Economics Dept.

Dated, Aizawl, The 29<sup>th</sup> July, 2020

  
(DAVID LALLIANSANGA)  
Coordinator

  
(Prof. K. VANLALMAUIA)  
Chairman/Principal

INTERNAL QUALITY ASSURANCE CELL (IQAC)  
GOVERNMENT JOHNSON COLLEGE

Principal  
Govt. Johnson College  
Aizawl : Mizoram