



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT JOHNSON COLLEGE
Name of the head of the Institution		Professor K. Vanlalmawia
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03892334757
Mobile no.		9436141032
Registered Email		gjc Mizoram@gmail.com
Alternate Email		iqac.gjc@gmail.com
Address		Shivaji Tilla
City/Town		Aizawl
State/UT		Mizoram
Pincode		796001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Vanlalsawma
Phone no/Alternate Phone no.	03892334757
Mobile no.	9436141032
Registered Email	gjc Mizoram@gmail.com
Alternate Email	iqac.gjc@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://gjc.ac.in/post/naac/15
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://gjc.ac.in/post/calendars

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.74	2011	08-Jan-2011	07-Jan-2016

6. Date of Establishment of IQAC	25-Apr-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Feedback from students	22-Nov-2016 3	196
Library orientation for fresher	01-Jul-2016 1	367

Mentor- Mentee meet (introductory)	25-Jul-2016 5	290
Parent-teacher Meet	07-Jul-2016 1	93
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Monitoring, supervision of subcommittees and organization of seminars/workshops in collaboration with subcommittees

Conduct of Interface meeting with Parents, collection of feedback and mentoring of students.

Formation of various Committees and Cells under IQAC

Organised Remedial Classes for weak students

Inauguration of Adopted Village - Maubuang

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Visit to the Middle School of Adopted Village Maubuang	Maubuang Middle School was visited by Education Department and lecture on development of learning was delivered on 11th November 2016
Inauguration of Adopted Village Maubuang	Maubuang Village was adopted by the college and Inauguration Program was held on 30th August 2016
To organize seminars and workshops	Seminars and workshops were successfully conducted
To organize Study Tour / Field Trips for students development programs	Study Tour and Field Trips were successfully organised
To organize Gender Equity promotion programs	Gender Equity promotion programs were successfully conducted
To conduct Remedial classes	Remedial classes were conducted
To conduct Mentoring System for weak students	Mentoring System was conducted within stipulated time frame
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	09-Dec-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

11-Apr-2017

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

Management Information System: The college functions on partial management Information system. Steps are being

taken to operate a fully functional Management Information system by engaging our alumni members who have gained expertise on development of MIS. At present Monthly Departmental Report is submitted to the IQAC Via email. The IQAC compiles and analyses the reports and place them in front of the general Body for its reflection. Subcommittee reports are also collected via email and analyzed, compiled and placed before General Body meetings and meetings of subcommittees. Mentoring report is submitted regularly within each semester. The mentoring system is a comprehensive and effective means of obtaining information regarding students. All Information regarding students, their academic performance, their attendance, their financial problems if any, their grievances are collected through the mentoring system. Redressal of their complaints are made by concerned subcommittees accordingly. The soft copy is made available on the website. Internal marks and assessment are submitted to the examination cell which compiles and uploads them to the University (MZU) portal. The annual academic and administrative report is audited by the internal AAA committee constituted by the IQAC. The website is the main source of disseminating important decision made by different committees. Moodle has been used to develop learning management system.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Govt. Johnson College is affiliated to the Mizoram University, and it follows the University designed curriculum. The college operates at UG level keeping in mind goals and objectives that is to make the students employable through holistic education and skill development. The effective delivery of the curriculum includes a wide variety of things from the recruitment of skilled faculty, work culture, supervision and revision through periodic meetings with the principal, faculty and student committee meetings. The heads of each department submit a workload statement at the beginning of every Semester based on which time table is prepared. The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. All UG courses offered by the college have semester system. In the beginning of the academic year, an action plan is prepared by the IQAC, time tables are prepared. In tune with the changes of syllabi made by the

university, the college procures required number of books and research journals in the library. Most of the departments have their own computers with internet connectivity. The teachers are preparing Power point presentation. The use of ICT, are made available to the students to improve their performance. Starting of Academic year every department arrange Departmental meeting regarding the distribution of Syllabus to all faculty members. Prepare Annual teaching plan as per the academic calendar. Teaching is according to paper wise curriculum.

If there are constraints to complete the curriculum extra classes are conducted. At the end of each academic session, the students appear for the semester examination and Continuous Assessment (C.A.). Each department conducts class internal tests as well as Tutorials and seminars for internal assessment/Continuous assessment. Faculty member Necessary arrange Excursion tour/field visit to develop observation skill among the students. Each department organizes seminars, and lectures to impart knowledge in the concerned subjects. The college also motivates the students to bring out various issues with the help of Wall Posters on special occasions. The institution insures effective curriculum delivery and translating by implementing academic calendar. The institution offers procedural practical support to the teachers for effectively translating curriculum and improving teaching practices by means of faculty development program such as workshop, Seminar and Courses.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English	01/07/2016
BA	Mizo	01/07/2016
BA	Political Science	01/07/2016
BA	Education	01/07/2016
BA	Economics	01/07/2016
BA	History	01/07/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
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Spoken English	06/09/2016	50
Spoken Hindi	09/09/2016	50
One Week Summer Camp	26/09/2016	21
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedback from students in the event was collected from students through the mentoring system. A common format was prepared by the IQAC, enquiring about the physical and mental condition of students, whether they faced any educational, financial or safety issues. From the feedback collected the general impression was that most students did not face any mental, physical or financial issue. The mentors also provided counselling through phones. Majority totally agreed that the management is highly supportive and that there is no discrimination on any ground. Majority of teachers agreed they are allowed to voice their opinion on important matters and are very satisfied with pay, perks and job timing as well as the curriculum. They all agree that they share good relations with their colleagues and students and derive job satisfaction. There is no discrimination between regular and contract teachers. Most teachers believe the college needs better infrastructure. Among the suggestions received, most teachers expressed their desire for better infrastructure and library facilities, more training on IT and life skills for teachers. Parents-teachers meet was conducted every year. After acquainting the parents with college and university rules regarding examinations etc. Most of the teachers expressed their appreciation for the mentoring system. Other queries were answered by the college authority. Alumni Feedback was also entertained. All the alumni agreed that are proud to be associated with the college as an alumni. They believe the college is making steady progress and that it is dedicated to all-round development of its students. The Students agreed that the teaching faculty is approachable and that the college management is helpful. Insufficient as it were, the alumni believe the infrastructure has been utilized adequately. They agree that the institution is concerned about its alumni. They have made good use of what they have learnt in college and are willing to do their best for the college. In the comments section someone has expressed how the college has molded third divisioner from school molded into toppers in university. They have expressed that the college has built their career and have inspired them to think differently. Feedback collected has been analyzed, recorded and acted</p>

upon by the IQAC and the college management for quality enhancement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English	84	98	84
BA	Mizo	142	163	142
BA	Political Science	167	195	167
BA	Education	156	187	156
BA	Economics	152	172	152
BA	History	121	147	121

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	822	Nil	25	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
25	22	33	6	Nil	1
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No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

1. Title of the practice: Mentoring System 2. Goal: i) To provide more contact hours between teachers and students. ii) To maintain proper academic and attendance record of students. iii) To minimise dropout rates among students. iv) To identify slow learners and advanced learners. 3. The context : The institute has followed the suggestion made by the QAC cum CDO, Higher Technical education to introduce the mentoring system. The institute felt the importance of integrating such a system into the college management system. It had promptly and effectively put it into practice in the past two years. With a wide variation in the student population with regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method/weapon for mitigating cases of dropout students. 4. The Practice The IQAC had taken the initiative to implement this system. Every year the names of all students are collected and arranged according to their subject choice. Each group is assigned a teacher/mentor who is responsible for collecting academic performance and class attendance of individual students. The teacher/mentor is given necessary information regarding his/her mentees and is expected to offer guidance and counseling as and when required. In isolated cases parents are called for

special meetings with the Principal at the suggestion of the mentor. 5.Evidence of success Though the system has only been implemented in the last few years, significant improvement in the teacherstudent relationship can be seen. The system has been useful in identifying slow learners and advanced learners. Based on the requirement deduced through a careful examination of each mentor's report, the institute organizes a remedial class on different subjects within the syllabus for poor/slow learners. The remedial classes have become systematized after the implementation of this system. NEEDBASED remedial classes have proved to be beneficial to the students in particular and the entire college in general. There appears to be a lesser number of dropouts since mentors can intervene before a student falls short of attendance or has been regularly abstaining from classes. 6.Problems encountered and resources required : The division of students into group proves to be a tedious exercise with some students opting for other courses now and then. Due to time constraint the teacher /mentor is unable to have sufficient time with the mentees Most of our students are reserved and some are too complacent to come out with their problems thus limiting the mentors capacity to render help. The system does not incur much expenditure. It only requires utmost commitment from teacher/mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
822	25	1:33

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	25	Nil	Nil	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	English	6th Semester	22/05/2017	28/06/2017
BA	Mizo	6th Semester	22/05/2017	28/06/2017
BA	Political Science	6th Semester	22/05/2017	28/06/2017
BA	Education	6th Semester	22/05/2017	28/06/2017
BA	Economics	6th Semester	22/05/2017	28/06/2017
BA	History	6th Semester	22/05/2017	28/06/2017

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the institute level

.Teachers evaluate a student in a course through their interaction throughout the semester including one or more (but not less than 3 including compulsory written test/assignments) of the following mechanisms with their maximum weightage out of 25 marks: written tests, class presentations/seminars, home assignments, This essentially enables the teacher to get a positive feedback on a student's overall understanding and enhances the teaching-learning process. The remaining 75 of the marks are awarded through the External Examination. To improve students' academic performance, the maximum weightage of internal test marks have been increased from 20-40 marks but the average percentage according to university norms is maintained. Re-tests is conducted on a regular basis to help slow learners. The college has made the optimum use of the recently installed Students' Database wherein all internal assessments are entered and stored. The departments spearheaded by the Head of Departments see to it that each student's mark and attendance is judiciously recorded in the Database. Remedial measures are taken by conducting tutorial classes to clarify doubts and re-explaining the critical topics. Unit tests are conducted prior to sessional examinations. Topic wise question banks are provided. Students are encouraged to solve previous years University Exam question papers. For Final Semester student's continuous internal evaluation like quiz and assignments are given. The institute regularly conducts seminar. Poor performance due to frequent absenteeism is dealt by sending sms to the parents of such students. WhatsApp group for the exam section wherein all the notices related to the examination and academics can be circulated and communicated to all students. Monitoring the improvement in learning of slow learner and encouraging the advanced learners by reviewing their performance in exams. These reforms have resulted in substantial improvement in student's performance through comprehension of difficult topics, improved time management, enhanced writing skills and individualized attention resulting in refining their cognitive, psychomotor and affective domains of learning. This has significantly enhanced the pass percentage and academic excellence of students. Apart from their academic performance students' character formation, morals are monitored and defaulters are given special counseling.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Committee under the IQAC prepares the Academic Calendar at the beginning of each semester to ensure timely delivery of curriculum to the students, conduct of internal examinations and events. The prepared calendar is tabled at the first General Body meeting for its endorsement. All stakeholders including the teachers and students are properly notified by placing the Academic calendar at prominent places in the college as well as uploading the same on the college website. All events are conducted according to the schedule worked out by the IQAC and displayed on the academic Calendar. The Calendar serves as an important guideline to teachers who are expected to complete the syllabus within the stipulated time specified in the calendar. The examination cell conducts internal examinations according to the academic calendar and disseminates results through mentors, WhatsApp and notice Boards.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://gjc.ac.in/post/programmeoutcomes>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
English	BA	English	6	4	66.67
Mizo	BA	Mizo	52	34	65.39
Political Science	BA	Political Science	45	28	62.23
Education	BA	Education	13	10	79.92
Economics	BA	Economics	14	11	78.57
History	BA	History	25	15	60.00
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[_https://gjc.ac.in/post/studentsatisfactionsurvey_](https://gjc.ac.in/post/studentsatisfactionsurvey)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
English Department	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Mizo	2	Nil
National	Economics	1	Nil

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mizo	4

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	3	14	35
Presented papers	Nil	Nil	Nil	2

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	YAC	1	80

Visit to Maubuang Middle School	Education Department, GJC	5	30
Cleanliness Run	State Level NSS	4	329
Cleanliness Drive at Bungkawn Vengthar	NSS	3	64

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Cleanliness Run	1st Prize (Cash Award Rs.10,000/-)	AMC	329
Giving large portion of College Land for Link Road	Letter of Appreciation	Tlangveng Welfare , Bungkawn	500

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Campaign on Women's Legal Rights	History Department	Seminar on Women's Rights	4	17
Environmental Awareness Trip to Changte River	Political Science Department	Cleaning and Clearing polluted Changte River	4	31
Observation of NSS Day	NSS	Cleaning and clearing College Plantation Area at Maubuang	4	56
Special Swachh Bharat Programme	State NSS	Cleaning internal roads and foot paths for Lawipu Community	5	86

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Students Exchange Programme of Johnson College Students to T	50	Institution	1

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
70	70

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	6573	260276	1908	387027	8481
Reference Books	98	63312	24	14552	122	77864
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	20	0	1	0	0	5	3	0	0
Added	12	0	0	0	0	4	0	0	8
Total	32	0	1	0	0	9	3	0	8

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

32.5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
MZU UG Question Bank	https://gjc.ac.in/post/mzuquestionpapers/
Access to various external links related to Higher Education (Materials Resources)	https://gjc.ac.in/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
10	10	70	70

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institute has a well-structured management system whereby physical, academic and support facilities are systematically monitored and maintained. Requirements and suggestions are discussed and recorded in departmental meetings. The Language laboratory is maintained by the English department. The Language laboratory is utilized by the department for conducting spoken English and oral communication classes. The library and all its infrastructure is maintained by the library staff. The requirement for the enhancement of library books are submitted to the purchase committee by each department. Sports Complex: In the present campus there is no allotment for sports Complex.

Activities has been made by the building committee. At present, the Games and sports Committee looks after the Sports equipment and all matters relating to sports events. Computers and Projectors: The computers and projectors are looked after by ICT committee. They are kept in charge of its maintenance and safekeeping. Repair works are done by Purchase Maintenance Committee. Classrooms and Seminar Room: The cleanliness of the classroom is maintained by the cleanliness committee and students - in charge who carry out regular inspections. The safety of the furniture and all other equipment are in the hands of the college chowkidar under the supervision of the head assistant

<https://gjc.ac.in/page/maintenanceandutilization>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1. Teachers' Proficiency Award 2. Principals' Merit Award 3. MCTA Johnson College Award 4. Momento 5. Dr H.Vanlalhluna Award (former Principal) 6. Professor Darchhawna Award (former Principal) 7. Lalthlengliana (Ex-Chairman, Governing Body) Awa	11	29500
Financial Support from Other Sources			
a) National	Tribal Scholarship	745	6031100
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language Lab	07/10/2016	45	RUSA and English Dept.
Remedial Classes on Spoken Hindi	09/09/2016	50	RUSA under Equity Funds
. Remedial Classes on Spoken English	06/09/2016	50	English Department and RUSA
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	6	BA	English	IGNOU, Mizoram Law College, MZU, NIOS	MA, LLB, D.El.Ed
2016	12	BA	Mizo	MZU, IGNOU, Mizoram Law College	MA B.Ed, MLIS, LLB
2016	1	BA	History	ATC	BD
2016	1	BA	Political Science	Mizoram Law College	LLB
2016	8	BA	Economics	MZU, Madras University Ahmednagar College, PUNE University	MA, MA, MA
2016	4	BA	Education	MZU, ICFAI, IGNOU	MA, MA, MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Day	College Level	460
Cultural Dance Competition	College Level	84
College Week Sports	College Level	780
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5.3 – Student Participation and Activities

5.3.1 – 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	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has Students Union Body representing all classes and semesters. The Principal as the Head of the Students Body is the President of the Students Union. All other office bearers are elected by the students in an election conducted by the teachers as Returning Officer and Polling Officers. The students Union is responsible for conducting Sports, College Week, Fresher Social and Graduation Day. The Elected Vice- President and the General Secretary are members of the IQAC. Activity of Student Council representation of students on academic administrative bodies/ committees of the institution are given as follows: 1. Election of Class Representative was held on July 2016. 2. Election of Student Union Leaders was conducted on July 2016. 3. College Week 2019 was held during 16th and 19th - 23rd September 2016. 4. Appeal was made to the Principal to make sure that all the students wear College T Shirt compulsory on every Wednesday. SU Leaders were informed not to participate in any competitions without prior permission from the committee and the Principal

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

79

5.4.3 – Alumni contribution during the year (in Rupees) :

4000

5.4.4 – Meetings/activities organized by Alumni Association :

1. Alumni Membership Drive in 4th 6th Semester by Alumni members.
2. Speech and Felicitation on Fresher Social and Graduation Day by Alumni Committee members.
3. Alumni Constitution in English and Mizo drafted on 3rd September 2016
4. Fund Raising Campaign - Lucky Tickets sold
5. GJC Alumni Committee O.B Election 20th December 2016
6. 17 Alumni members in 2016 December

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization in admission process: The institution adopted an admission procedure which encourages decentralization of power and foster participative management. The Admission Committee (Academic Committee which comprise of all the Heads of department, with the Principal as the Chairman) has to work within the framework formulated by the IQAC. As the Admission Committee implements the already existing rules set by the IQAC, there is no scope for exertion of individual power. The Admission Committee is given power to set new criteria for admission procedure. Admission Notice is usually published on local television channels and newspapers. The Admission Committee appoints a Screening Committee from the teaching faculty. It also appoints teachers and Students' Union Leaders for Help Desks. Once the applications are received, the Screening Committee, under the guidance of the Admission Committee, prepares the list of successful candidates not once, but two or three times. Under certain times and circumstances outside the normal admission process, the Principal admits students with the consultation of the Academic Committee.

Decentralization in Utilization of RUSA Funds: (a) Purchase of requirements: The Funds received from RUSA is managed collectively. The Nodal Officers first discussed the needs of the College in different heads which was submitted to the Project Monitoring Unit which comprise of teaching faculty, non-teaching staff and students' represents. The approval of the PMU was submitted to the Board of Governor headed by the Higher and Technical Department representative. After going through the Board of Governor, Purchase of requirements is made by the Nodal Officers. (b) Extension, renovation and up gradation of existing facilities: The Nodal Officers collectively work towards the proper utilization of funds for renovation and up gradation of existing facilities. Funds are utilized in consultation with the Building Committee (c) New Construction: As far as New Construction is concerned, the Higher and Technical Department take up the responsibilities and utilize the funds. (d) All funds received under equity initiatives are utilized as per RUSA. Concerned committees submit their proposals to the institutional co-ordinator for organization of various activities. The nodal officers approve the different activities and reports and expenditures are submitted to the co-ordinator.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The Admission Committee (Academic Committee which comprise of all the Heads of department, with the Principal as the Chairman) has to work within the framework formulated by the IQAC.

Admission Notice is usually published on local television channels and newspapers. The Admission Committee appoints a Screening Committee from the teaching faculty. Once the applications are received, the Screening Committee, under the guidance of the Admission Committee, prepares the list of successful candidates.

Human Resource Management

The managements of the students are generally done through the Students' Development and Welfare Committee. Management of the teaching staff is generally done by the Principal who works in close co-ordination with the Heads of department. The management of the non-teaching staff is carried out by the Principal and the Head Assistant. Important matters are discussed in a general body meeting.

Library, ICT and Physical Infrastructure / Instrumentation

The College has a Library Committee that guides the Librarian and the Library Staff. The Library Committee constantly works towards modernization and improvement of the Library. The Library Staff conducts Orientation Program for freshers at the beginning of every academic year. ICT and Physical Infrastructure are managed by concerned Cells and Committees.

Research and Development

The College has a Research and Extension Cell which encourages research among teachers and promotes research and publication among the students and teachers. The Cell also plans and organizes extension programs. It also organizes seminars and lectures regularly to motivate students and faculty members.

Examination and Evaluation

The institution has an Examination Cell that works closely with the Academic Committee. The Examination Cell supervises and ensures smooth conduction of internal tests and university examinations. Apart from overall compilation of internal marks, it also compiles student attendance submitted by each academic department for monthly publication. The Cell is also responsible for strict implementation of examination rules. Initiatives are also taken for fairness and transparency. Apart from preparation of statistics, detailed reports are given at the end of every test and exam such as total number of

	students appeared, filling up of exam forms and results to the Principal.
Teaching and Learning	Lecture method is still widely used. The institution also follows the other learner centered teaching methods like seminars, group discussions, interaction, fieldtrips, ICT enabled teaching etc. The institution has taken major steps towards improving the quality of teaching learning by focusing on PowerPoint presentations, charts, videos, visual audio aids. The institution aims to make teaching and learning "student-centric" which helps students to think, analyze, be creative and unique. Effective learning is also ensured through mentoring system.
Curriculum Development	The institution follows the curriculum designed and approved by the Mizoram University to which it is affiliated. The University follows UGC guideline and revises the curriculum from time to time. The University usually collects feedbacks from teaching faculty on course design and offer suggestions. Some teachers are involved in curriculum design by membership and also as invitees in core committee for syllabus making.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The institution, in the process of planning college events and programs, faculty and Committee/Cells meetings, often uses whatsapp groups for information. Important notices, information and reports are also circulated through email and whatsapp groups.
Administration	The institutions substantial use of ICT in dissemination of rules, regulations and other information to faculty, non-teaching staff and students. Suggestions and feedback are often accepted and entertained through whatsapp and emails.
Finance and Accounts	Payment of salaries, scholarships and other funds is made through online banking. Fees and fines have also been made payable in online and offline mode
Student Admission and Support	Admission Notice is usually published on local television channels and newspapers. The Admission Committee appoints a Screening Committee from the

	teaching faculty.. Feedback from Alumni is collected through Alumni whatsapp group. ICT is largely used in teaching and monitoring of students.
Examination	Internal marks are collected and compiled by each department which are entered in the institutions 'Student Database'. These are then submitted to the Examination Cell which submits the marks to the University Portal within a specific time frame

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	1. Mr. Hunpuiliana 2. Mr R Lalhmingthanga 3. Mrs. Lalmalsawmi Renthlei 4. Mr Samuel J Lalthanzaua 5. Ms. Zodinliani 6. Mrs Ruth Lalsawmzuali 7. Dr Lalrimawii Zadeng 8. Mr Vanlalsawma 9. Mr David Lalliansanga 10. Mr Lalropuia	MCTA Annual General Conference	MCTA	5000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Govt. Ac countings Budget Estimate	Nil	05/10/2016	05/10/2016	15	Nil

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
One Week Training of Trainers (ToT) on Environment and Sustainable Development for NSS Programme Officers in NE India	1	04/04/2017	08/04/2017	4
Trainers Training on Entrepreneurship	1	20/03/2017	24/03/2017	5
Orientation Course on National Service Scheme(NSS)	1	05/03/2017	11/03/2017	5
Special Winter School, MZU	1	22/11/2016	12/12/2016	21
Community Based Disaster Risk Reduction	1	21/11/2016	25/11/2016	5
UGC -Sponsored One Week Capacity Building For Women Leaders, Academicians and Senior Officers	1	14/11/2016	19/11/2016	5
General Awareness about Rights Welfare of Persons with Disabilities	1	26/10/2016	28/10/2016	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Welfare Committee and MCTA	Staff welfare Committee	Student Support and Progression

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college receives funds from the state government, UGC, RUSA and other funding agencies. It also accrues funds in the form of fees (examination, University affiliation, student funds, etc). Fees collected in the college which are to be remitted to the government treasury and affiliating university are remitted annually as mandated by the government and the university. Student fees like sport, magazine etc are managed by the student union/council and the expenditure so incurred are internally audited by teachers appointed for the purpose during the time of handing over of charge to subsequent student leaders. Government Fund - The fund received from the government are audited by designated government officials from time to time. Other Funds - Other funds received from UGC, RUSA, Research grants are subjected to audit by registered Charter Accountant and Utilization Certificate submitted to the funding agency (S) as per mandate. Funds received in the form of membership for Staff welfare committee and MCTA Branch is also audited internally. The college also has an audit committee which conducts regular monitoring of funds to offer transparency in utilization of funds.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
1. Teachers' Proficiency Award 2. Principals' Merit Award 3. MCTA Johnson College Award 4. Momento 5. Dr H.Vanlalhluna Award (former Principal) 6. Professor Darchhawna Award (former Principal) 7. Lalthlengliana (Ex-Chairman, Governing Body) Awa	29500	Highest Score in UG Examination Highest Score in UG Examination Highest Score in UG Examination Highest Score in UG Examination Highest Marks in Political Science Highest Marks in History Highest Marks in Mizo Highest Marks in Economics Highest Marks in Education Highest Marks in English
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6.4.3 – Total corpus fund generated

151560

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Department of HTE Govt. of Mizoram	Yes	IQAC (External Members)
Administrative	Yes	Department of HTE Govt. of Mizoram	Yes	IQAC (External Members)

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parents attend Parent-Teacher meeting and give suggestions for improvement
2. Parents fill up Feedback forms as and when required.
3. Parents actively participate in the progression of their children by enquiring about them through their mentors
4. If called by teachers or principal for a discussion about a specific child or a specific problem parents are always ready to help with the problems.

6.5.3 – Development programmes for support staff (at least three)

1. Encouraged to join course on computer Concept
2. Encouraged to join training courses organized by other institutes
3. Workshop on NAAC awareness

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Extension programs have been enriched and strengthened
2. Workshops and Seminars on various issues conducted towards Students' Development programs
3. Value Based Education on Social Responsibility have been conducted through various activities.
4. Formation of Alumni Association, and Alumni Constitution drafted in English and Mizo on 3rd September 2016
5. Various Awards offered to meritorious students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Remedial Class on Spoken English	06/09/2016	06/09/2016	06/09/2016	50
2016	Remedial Class on Spoken Hindi	09/09/2016	09/09/2016	09/09/2016	50

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on Consumer Awareness	11/04/2017	11/04/2017	20	17

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	Nil	1	22/08/2016	1	Tiranga March was organized from college to Khatla	Health hazards due to consumption of Tiranga and Gutka products that causes various problems	372
2016	Nil	1	10/09/2016	1	Social Work on Cleanlines Drive at Bungkawn Vengthar.	Clearing roadside dumps and garbage	64
2017	1	Nil	12/01/2017	1	Permission granted for road widening to Tlangveng Welfare Organization.	Permission for earth cutting of college land for widening Local Area Link Road	24

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observation of	07/04/2017	07/04/2017	73

World Health Day by distributing Health Awareness Pamphlets in nearby locality Khatla. Through this activity, students are encouraged to develop helping hands as the marks of good citizens.			
Observation of Special Swachh Bharat Abhiyan by cleaning roadside weeds and bushes. Through this activity students develop a sense of social responsibility and caring for the surrounding areas	12/08/2016	12/08/2016	86
Observation of Anti Tobacco Awareness Programme. Pamphlets on hazards of tobacco were distributed to the local area. Students develop awareness of health hazards caused by tobacco	07/11/2016	07/11/2016	229
The NCC Unit visited Grace Home Orphanage. They played their as responsible citizens by cleaning the Home and attending to the needs of the babies. They donated Rs. 4000/-	13/04/2017	13/04/2017	52
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

It is mandatory for all staff and students to have Pollution Free Certificate(s) to create eco-friendly atmosphere

The NSS and Cleanliness and Beautification Committee organized Cleanliness Drive at College campus on 27th Aug 2016. The College faculty and students participated in this event.

The Cleanliness and Beautification Committee on a regular basis with the help

of College students maintain the Cleanliness of the campus and nearby areas.

The College faculty members and students are often urged not to use plastic products polythene bags

Clearing landslides in the college campus on 8th July 2016.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Students' Development Programme. 2. Value Based Education on Social Responsibility. Best Practice-1 1. Students' Development Programme To promote enterprising and qualified job seekers as the students graduate from the college. The College works on the empowerment of the students who will soon graduate and seek jobs. Seminars and Workshops on various issues have been conducted for the Students' Development Programme. Best Practice-2 2. Value Based Education on Social Responsibility To develop the students toward wholesome individuals, the College for the second time, aims to propagate Value Based Education on Social Responsibility. This practice will thus immediately respond to traditional value of tlawngaihna that directly implements necessary aid to health issues and provide assistance to social issues in various ways. The College ardently supports the empowerment of students to immediately respond to the issues in society and act as agents of transformation through awareness campaigns and focused actions. To create value based education on tlawngaihna that inspires extension activities as a central aspect of education, the College community promotes great emphasis on Blood Donation that functions as an agent of saving precious lives and it also emphasizes the importance of cleanliness and environmental friendly atmosphere.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://gjc.ac.in/post/igac/11>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness: The Institution's mission clearly defines its purpose within the context of Higher Education and indicates who the Institution serves and what it intends to accomplish. The mission of the institution is as follows: (i) The institution seeks to be in the vanguard of Higher Education for all sections of society. (ii) To reach out especially to those who are socially, economically and educationally disadvantaged. (iii) To equip the students to possess overall development in the field of education, co-curricular and extension activities. Since the mission of the institution is to reach out to the socially, economically and educationally disadvantaged section of the society, most of the students are from (i) Socially and economically disadvantaged sections of Mizoram and (ii) Educationally disadvantaged sections vernacular medium, Third Division and those who have passed in the Supplementary Grade, failing to acquire admission in other colleges. The mission and goals are developed and recognized by the Institution with the participation of its members and are used to develop and shape its programs and practices and to evaluate its effectiveness. The ultimate goal of the Institution is to provide quality education in various fields of Arts disciplines in Mizoram. The Institution makes provisions for economically disadvantaged students by offering them differential/special modes of payment of admission fees etc., to admit themselves in various programmes of their choice in the Institution. The doors of the College are always open to all sincere students irrespective of class, caste or religious backgrounds. The Institution is deeply committed to produce marketable and self respecting

graduates who would become assets for the community and the society at large.

It is a privilege to state that faculty members often contribute in cash towards admission of economically-backward students. The Academic Programmes are designed to ensure flexibility and a multi-disciplinary approach to learning within a manageable time-frame for completion of the Courses. The Institution makes it a practice to devote the first week of the Academic Session for assessing the previous knowledge of the newly admitted students by conducting skill test (oral or written) in subject knowledge. To bridge the knowledge gap of the newly admitted students, teachers spend the next consecutive week of their classes for orientation of the Course Syllabi. The institution identifies slow and advanced learners and the institution has provisions for tutorial classes to the slow learners. Guidance and Counseling Classes are conducted for mentoring students. In order to nurture holistic self development in each student the Institution has adopted certain strategies for the acquisition of life skills and knowledge management skills that are listed as the two Best Practices of the institution (a) Students' Development Programme (b) Value Based Education on Social Responsibility. Any grievance regarding evaluation in the Internal Exams is intimated to the subject teacher concerned for clarification and redressal.

Provide the weblink of the institution

<https://gjc.ac.in/page/institutionaldistinctiveness>

8.Future Plans of Actions for Next Academic Year

The Institution has organized various activities in the year 2015-16, yet it has its own limitations and is unable to organize as many activities as it has pre planned. With the institutions' limited financial conditions the Principal and the teaching faculty has considered different activities to be quiet essential for the development of the students and for the practice of Value-Based on Social Responsibilities. The followings are the activities to be conducted for the next academic session. 1. To conduct seminar and workshop on gender issues. 2. To organize Study Tour / Field Trips 3. To conduct Parents-Teachers-Meet 4. To organize activities for Student's Development Program and Value Based Education on Social Responsibility 5. To organize extension programs that inculcate universal values and ethics.