

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:**

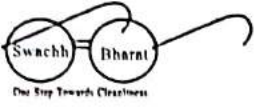
1. Development and application of quality benchmarks/parameters for the various academic and administrative activities of the college;
2. Dissemination of information on the various quality parameters of higher education;
3. Organization of inter and intra institutional workshops, seminars on quality 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

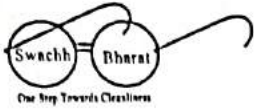
Chairman	:	Dr.Lalrimawii Zadeng	English Dept.
Secretary	:	Ms. Zodinliani	Education Dept.
Asst. Secretary	:	Mr. Vanlalrova Varte	Mizo Dept.
Members	:	1. Mr. Thangnghinglova	English Dept.
		2. Mrs. R.Lalchhanhimi	Mizo Dept.
		3. Mr. Zothlanpuia	Pol.Science Dept.
		4. Mr. Rosangkhuma	History Dept.
		5.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

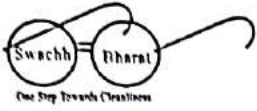
1) NSS in-charge	Ms. Lalramthari	Education Dept.
2) NCC in-charge (Army)	Mr. Vanlalrova Varte	Mizo Dept.
3) EU in-charge	Mr. R. Lalhminthanga	Economics Dept. &
	Mrs. Zohmangaihi Ralte	Pol. Science Dept.
4) Teacher in-charge, SU	Mr. Lalropuia	Mizo Dept.
5) Teacher in-charge, SU	Mrs. Ruth Lalsawmzuali	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:

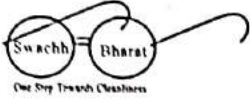
1. Encourage research among teachers and facilitate research projects
2. To promote research and publication among the students and teachers.
3. Search and explore sources and funding agencies for research projects
4. Plan and organize extension programmes
5. Plan and organize seminars-state, national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

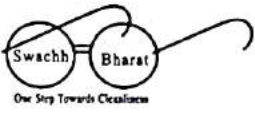
1. Responsible for overall functioning of the college ICT.
2. The Cell will be responsible for maintenance of PA/ sound system of the institution.
3. Classroom & institution e-readiness be ensured within this academic session
4. Management of the college ICT property.
5. Maintenance of the UGC network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

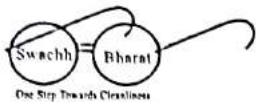
Chairman	:	Ms. Rudie Pachuau	English Dept
Secretary	:	Mr. Lalropuia	Mizo Dept
Members	:	1. Mr. Vanlalsawma	History Dept
		2. Ms. Lucy Vanlalhruii	Pol. Science
		3. Mr. Johnny Lalremruata Pachuau	Mizo Dept
		4. Teacher in-charge	Students Union
		5. Vice President	Students' Union
		6. General Secretary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

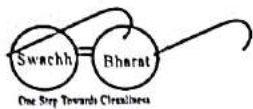
**Main responsibilities:**

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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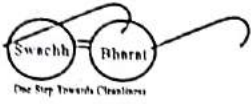
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3. Work in cooperation with Academic Committee

**18. Planning Board**

Chairman	: Prof. K.Vanlalmawia, Ex-Officio	Principal
Member Secretary	: Mr. David Lalliansanga	Coordinator, IQAC
Director, HT&E, Govt of Mizoram	: Ex-Officio	
Director, College Dev. Council, 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 Representatives	: 1. Mrs.Rodingliani Tochwawng, 2. Mrs.Hmangaihzuai,	Head Assistant LDC
Adviser of Equal Opportunity Cell	: Mr.Samuel J.Laltlanzaua,	Economics Dept.
Senior person from 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.

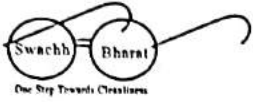
\* *All members of the Committee, other than ex-officio members, shall hold office for a term of three years i.e. 2017-2020. (Ref: Guidelines to be followed by the College for utilization of UGC Development Grant*

**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 2. Mr. David Lalliansanga 3. Ms. Lalmuanpuui 4. Mr. Thangnghinglova 5. Mr. Lalropuia 6. Mr. Samuel J. Laltlanzaua 7. Mrs. T. Lalawmpuii	Pol. Science Dept History Dept. Education Dept. English Dept. Mizo Dept. Economics Dept 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:

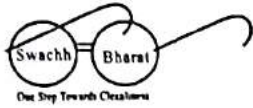
1. The Purchase Committee shall plan and purchase equipment with adequate justification.
2. All decisions relating to the purchases must be first discussed in the Purchase Committee meeting. Minutes of all resolutions of the Purchase Committee should be properly maintained and be referred to UGC and 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.

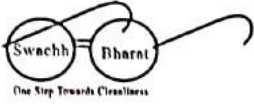
**Main responsibilities:-**

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