



**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)

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No. A.12026/6/07/JC  
Govt. Johnson College: Aizawl  
**INTERNAL QUALITY ASSURANCE CELL (IQAC) AND VARIOUS COMMITTEES/BOARDS/CELLS  
(2021-2022)**

Dr./Mr/Mrs./Ms \_\_\_\_\_

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, 2021 to 30<sup>th</sup> June, 2022 (for one Academic Year). In pursuance of the NAAC preparation, only few necessary changes are made from the previous appointment, i.e 2019-2021.

**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. Ms. Rudie Pachuau	English Dept.
	4. Mr. Lalrammawia	Mizo Dept.
	5. Ms. Zodinliani	Education Dept.
	6. Mr. R. Lalhmingthanga	Economics Dept.
	7. Mrs. Rodingliani Tochwawng	Head Assistant
	8. 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.

**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. Lalrammawia	HoD Mizo Dept.
		3. Dr. J. Zahluna	HoD Pol.Science Dept.
		4. Mr. C. Rosangkhuma	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

### **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. Mr. Zothlanpuia	Pol.Science Dept.
		3. Mr. C. Rosangkhuma	History Dept.
		4. Mrs. Sailo Lallianpuii	Economics Dept
		5. Ms. P.C. Zonunsangi	Mizo Dept.
		6. Ms. Ruatdiki Hmar	Pol. Science Dept
		7. Mrs. Hmangaihzuali,	LDC
		8. 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. Hmangaihzuai 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. Mr. Zothlanpuia	Pol.Science Dept.
		3. Mr. C. Rosangkuma	History Dept.
		4. Mrs. Sailo Lallianpuii	Economics Dept

Main responsibilities:

To moderate internal marks awarded to students.

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

Chairman	:	Mr. C. 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. Mr. Gospelthlengliana	IV Grade
		11. Mr. F.Vanlalhruaia	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. Zothanpuui	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.

## 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) Ms. K. Zirsangliani	Mizo Dept.

Ex-officio members

1) NSS i/c (PO)	Ms. Lalramthari	Education Dept.
2) NCC Caretakers	(i) Dr. C. Lalhmingliana	Pol.Science. Department.
	(ii) Ms. K. Zirsangliani.	Mizo Department.
3) EU in-charge	(i) Mr. R. Lalhmingthanga	Economics Dept. &
	(ii) Mrs. Zohmangaihi Ralte	Pol. Science Dept.
4) Teacher in-charge, SU	(i) Mr. Vanlalrova Varte	Mizo Dept.
	(ii) Ms. Ruatdiki Hmar	Pol. Science Dept.
5) Vice President, SU		
6) General Secretary, SU		
7) Consumers' Club i/c	Mr. Samuel J. Laltlanzaua	Economics Dept.
8) Adventure Club i/c	Mr. Thangnghinglova	English Dept.
9) Red Ribbon Club	(i) Dr. Lalrimawii Zadeng	English Dept.
(Nodal Officers)	(ii) Mr. Thangnghinglova	English Dept.
10) SSU in-charge	Mr. Zothlanpuia	Pol. Science Dept.
11) Secretary, Sports Comt	Mr. Vanlalrova Varte	Mizo Dept.
12) Eco Club	(i) Mrs. Lalmalsawmi Renthlei	Economics Dept.
	(ii) Mr. Vanlalrova Varte	Mizo Department

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. V.L. Rinawmi	English Dept.
Members	:	1. Dr. Lalrimawii Zadeng	English Dept.
		2. Mr. Lalropuia	Mizo Dept.
		3. Dr. Ruth Lalsawmzuali	Education Dept.
		4. Mr. Samuel J. Laltlanzaua	Economics Dept.
		5. Ms. Ruatdiki Hmar	Pol. Science Dept.
		6. Dr. C. Lalhmingliana	Pol. Science 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. Dr. Lalrimawii Zadeng	English Dept
		2. Mr. R.Lalhmingthanga	Economics Dept
		3. Dr. Ruth Lalsawmzuali	Education Dept
		4. Mrs. T. Lalawmpuii	English Dept.
		5. Mr. David Lalliansanga	IQAC Coordinator
		6. 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.  
(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. Mr. Johnny Lalremruata Pachuau	Mizo Dept.
		5. Ms. P.C. Zonunsangi	Mizo Dept.
		6. Ms. Lalramnghaki Ralte	History Dept.
		7. Mrs. Lalbiakdawli	LDC
		8. Mr. Lalduha	IV-Grade
		9. Mr. Kaphranga,	IV-Grade.
		10. 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. Zothlanpuia	Pol. Science Dept
		2. Mr. Hunpuiliana	Economics Dept
		3. Ms. Lalmuanpuii	Education Dept
		4. Dr. V.L. Rinawmi	English Department
		5. Ms. K. Zirsangliani	Mizo Dept

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 Vanlalhruii	Pol. Science Dept
Secretary	:	Dr. Ruth Lalsawmzuali	Education Dept.
Members	:	1. Mr. Lalrammawia	Mizo Dept
		2. Mr. C. Rosangkhuma	History Dept
		3. Ms. Lalramthari	Education Dept
		4. Mrs. Sailo Lallianpuii	Economics Dept.
		5. Dr. V.L. Rinawmi	English Dept.
		6. Dr. C. Lalhmingliana	Pol. Science Dept.
		7. 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.
Members	:	1. Mr. Vanlalsawma	History Dept
		2. Mr. Samuel J. Laltlanzaua	Economics Dept
		3. Mrs. K.Zothanpuii	Education Dept
		4. Ms. Lalnunmawii Pachuau	English Dept
		5. Mr. Vanlalrova Varte	Mizo Dept.
		6. Ms. Ruatdiki Hmar	Pol. Science Dept.
		7. Dr. C. Lalhmingliana	Pol. Science Dept
		8. Mr. Lalchhuankima	LDC
		9. Pu Vanlalhmuaka	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.Lalhmingthanga	Economics Dept
		2. Ms. Rudie Pachuau	Economics Dept
		3. Ms. Zodinliani	Education Dept
		4. Mrs. Lucy Vanlalhruii	Pol. Science Dept
		5. Ms. Lalmuanpuii	Economics Dept
		6. Mrs. T. Lalawmpuii	English Dept.
		7. Ms. Lalramnghaki Ralte	History Dept.
		8. Mrs. Rodingliani Tochwawng	Head Assistant

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

### 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. Rosangkhuma	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

### 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. Ms. Lalramnghaki Ralte	History Dept.
		6. Ms. K. Zirsangliani	Mizo Dept.
		7. Mrs. Miriam Lalhriatpuii	UDC
		8. 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
3. Work in cooperation with Academic Committee

## **18. Green Audit Committee**

Chairman : Mrs. Sailo Lallianpuii Economics Dept  
Secretary : Dr. C. Lalhmingliana Education Dept.

Members : 1. Mr. R. Lalhmingthanga Economics Dept  
2. Mrs. T. Lalawmpuii English Dept  
3. Mr. Vanlalrova Varte Mizo Department  
4. Ms. P.C. Zonunsangi Mizo Department

Main responsibilities:

1. To make green and clean College Campus.
2. To establish Eco Club which work together with Mizoram ENVIS HUB.
3. To conduct Green Audit through the Mizoram Pollution Board. Green Audit includes Waste Management, Energy Conservation, Green Space/Plantation. Air Quality, Pollution, Carbon Footprints, Solar Energy, Bio-Medical Waste etc.
4. To appoint Guest Environment Teacher who take up Environmental Studies and Monitoring Green Audit and Eco Club.

## **19. Website Management Committee**

Chairman : Mr. R. Lalhmingthanga Economics Dept  
Secretary : Dr. Ruth Lalsawmzuali Education Dept.

Members : 1. Ms. Ruatdiki Hmar Pol.Sc Dept  
2. Dr. C. Lalhmingliana Pol.Sc Dept  
3. Mr. Lalhhuankima LDC  
Ex-Officio member : Mr. David Lalliansanga Coordinator, IQAC

Main responsibilities:

1. To develop and recommend editorial policies, procedures, and guidelines for publishing and disseminating information on the College Website.
2. To make recommendations to improve content, organization, design and enhancements.
3. To update the College Website; review the Website for broken links, incorrect information, and further edits.
4. To ensure that the site meets accessibility and other usability standards.

## **20. Planning Board**

Chairman : Prof. K. Vanlalmawia, Ex-Officio Principal  
Member Secretary : Mr. David Lalliansanga Coordinator, IQAC

Director, HT&E, : Ex-Officio  
Govt of Mizoram

Director, College Dev. Council, : Ex-Officio  
MZU

### Representatives from Academic Departments

1) Mr. J. Zahluna	Political Science 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 : 1. Mrs. Rodingliani Tochwawng, Head Assistant  
Representatives 2. Mrs. Hmangaihzuai, LDC

Adviser of Equal : Mr. Samuel J. Laltlanzaua, Economics Dept.  
Opportunity Cell

Senior person from : Mrs. Lalchansangi, UDC  
Account Dept.

Dy. Librarian : Ms. Lily Lalhruaikimi Ex-Officio

### Main responsibilities:

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.
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)*

## **21. College Development Committee**

Chairman	: Prof.K.Vanlalmawia	Principal
Member Secretary	: Mr.Vanlalsawma	History Dept
Members	1. Dr.J.Zahluna	Political Science Dept.
	2. Ms.Rudie Pachuau	English Dept.

3. Ms.Zodinliani	Education Dept.
4. Mr. Lalropuia	Mizo Dept.
5. Mr.R.Lalhmingthanga	Economics Dept.
6. Mrs. Rodingliani	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.

**22. Building Committee**

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

**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*

**23. 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. Lalmuanpuii	Pol. Science Dept History Dept. Education Dept.

	4. Mr. Thangnghinglova	English Dept.
	5. Mr. Lalropuia	Mizo Dept.
	6. Mr. Samuel J.Laltlanzaua	Economics Dept
	7. Mrs. T. Lalawmpuii	English Dept.
	8. Ms. Lalramnghaki Ralte	History Dept.
Account Representative	: Mrs. Lalchansangi	UDC
Administrative Representative:	Mrs. Miriam Lalhriatpuii	UDC
Library Representative	: Mr. Lalhminganga	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.
- \* *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.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)*

## **25. 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 Lallianpuii	Economics Dept
	3. Ms. P.C. Zonunsangi	Mizo Dept.
Coordinators	:	
1) Remedial Coaching	: Ms. Lalnunmawii Pachuau	English Dept.
2) Coaching Class for Entry into Services	: Mr. Lalrammawia	Mizo Dept.
3) Career & Counseling	: Mrs. Lalmalsawmi Renthlei	Economics Dept.

#### 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)*

## **26. Anti-Ragging Committee**

Chairman	: Prof. K.Vanlalmawia	Principal
Vice Chairman	: Mr. Hunpuiliana	Economics Dept.
Secretary	: Ms. Lalmuanpuii	Education Dept.
Members	1. Ms. Zodinliani	Education Dept.
	2. Ms. Lalnunmawii Pachuau	English Dept.
	3. Mrs. Zohmangaihi Ralte	Political Science Dept.
	4. Mrs. K. Zothanpuii	Education Dept.
	5. Mr. C. Rosangkhuma	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.

## **27. INTERNAL COMPLAINT COMMITTEE**

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

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*

**28. 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. C. Rosangkhumma History Dept.
  5. Procurement : Mrs. T. Lalawmpuii English 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 : (i) Mrs. Rodingliani Tochwawng, Head Assistant
- Repr. : (ii) Mr. C. Lalchhuankima, LDC
- Students' Repr. : Vice President, Students Union

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

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


**30. Entrepreneurship Knowledge Centre**

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

Dated, Aizawl, The 28<sup>th</sup> June, 2021



(DAVID LALLIANSANGA)  
Coordinator



(Prof. K. VANLALMAWIA)  
Chairman/Principal

INTERNAL QUALITY ASSURANCE CELL (IQAC)  
GOVERNMENT JOHNSON COLLEGE