
MIZORAM UNIVERSITY
INTERNAL QUALITY ASSURANCE CELL (IQAC)
TANHRIL, AIZAWL – 796004

A Central University established by an Act of Parliament No.8 Of 2000 (25.4.2000)
NAAC Accredited Grade 'A' in 2019

Post Box No. : 190

Gram : MZU

MINUTES OF THE 18th MEETING OF IQAC, MIZORAM UNIVERSITY

Date : 6th September, 2023 (Wednesday)
Time : 02:00pm
Venue: VC Conference Hall, MZU.

Prof. Dibakar Chandra Deka, Vice Chancellor, Mizoram University chaired the meeting. The Chairman welcomed all the members.

Members Present:

1. Prof. Dibakar Chandra Deka, Vice Chancellor & Chairman
2. Prof. Diwakar Tiwari, Director, IQAC & Member Secretary
3. Prof. Lalnundanga, Registrar
4. Prof. Vanlalchhawna, Finance Officer
5. Prof. Lalnuntluanga, Controller of Examinations
6. Prof. S.K. Mehta, Department of Botany
7. Prof. Bhartendu Singh, Department of Commerce
8. Prof. J. Dounghel, Department of Political Science
9. Prof. L. Lolit Kumar Singh, Department of E.C.E
10. Prof. Margaret L. Pachuau, Department of English & Cultural Studies
11. Prof. K. Robin, Department of History & Ethno.
12. Prof. Benjamin L. Saitluanga, Department of Geography & RM
13. Ms. Sylvia Romawizuali, Department of Planning & Architecture
14. Dr. Zairemmawia Pachuau, Jt. Registrar, Finance
15. Shri. Laltanpuia, Jt. Director, i/c IQAC, H&TE, GoM
16. Dr. Lalhmingliana, Dy. Director, IQAC
17. Dr. David C. Vanlalfakawma, Asst. Director, IQAC
18. Shri. Jacob Lalawmpuia, Network Engineer, ICT Centre
19. Shri. Joel Lalrinsanga, MZUSC Representative
20. Prof. Lalngurliana Sailo, Dean, Students Welfare

As invited by the Chairman, Prof. Diwakar Tiwari, Director, IQAC, Mizoram University gave brief report of the IQAC activities during the period. Further, he briefed the agenda items of the meeting to the members. The meeting deliberated and resolved the following items:

1. **Confirmation of the 17th IQAC Meeting Minutes:** Since the chairman did not receive any comments on the meeting minutes of the 17th IQAC meeting held on 12th October, 2022, hence, resolved to approve the meeting minutes.
2. **Reporting items: REPORT / REVIEW:**
 - 2.1 The meeting noted the completion of Student's Feedback conducted in December 2022 and the submission and dissemination of the same to Academic Departments and all the concerned teaching faculty.


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- 2.2 The Member Secretary reported the timely submission of AQAR 2021-22 by IQAC to NAAC and also mentioned that preparation of AQAR 2022-2023 had been started.
- 2.3 External Academic & Administrative Audit 2021-22 (AAA) was successfully conducted and 20 (twenty) copies of the Reports of AAA were distributed to Statutory Officers and all Deans of Schools to disseminate to the concerned departments. Further, the AAA report was by-an-large satisfactory in the academic and administrative performance.
- 2.4 Preparation of MZU Annual Report 2022-2023 is going on as per schedule. It was also reported that as per the resolution of the 17th IQAC meeting, 25 hard copies of Annual Report (2021-2022) was printed.
- 2.5 'One Day Seminar on Cyber Security and Emerging Technologies' and other courses such as AI, Cyber Security, IoT, Computer Applications, Accounting & Publishing under NECB 2.0 were successfully conducted jointly by IQAC and NIELIT for students of staff of Academic Departments. The activity is as part of the value-added program conducted under the MoU signed between the NIELIT and MZU.

3. Action Taken Report from previous meeting:

- 3.1 It was reported that a sub-committee on e-waste disposal with 6 (six) members conducted meetings and had taken necessary actions and a Draft MoU with Karo Sambhav Pvt. Ltd. is prepared for approval of the MZU MoU Committee.

The committee resolved to proceed for signing MoU with the Karo Sambhav agency for possible e-waste disposal of MZU.

Action: Director, IQAC and MoU Committee

- 3.2 It was reported that a sub-committee on Language Laboratories had been constituted and had conducted 3 meetings. The meeting further deliberated and resolved to set up Language Laboratories in School of Humanities and Languages and School of Engineering Technology.


The committee resolved in principle to establish three such laboratories respectively in the School of Engineering & Technology, department of English and Education. A complete proposal be again submitted to the GAD for establishing the said laboratory.

Action: JR, GAD and Dean, SET, Dean, Education and Head, English

- 3.3 A Sub-committee on Solid/Liquid/Bio-waste disposal had been constituted. The recommendations and suggestions of the sub-committee were also considered. The meeting resolved to set up in-campus waste disposal system as per the CPCB guidelines.

The committee resolved in principle to establish the solid and Bio-waste disposal facilities in MZU campus. Similarly, the chemical waste disposal facilities be initiated by separating the chemical wastes viz., heavy metals, organic solvents and acids and bases.

Action: Finance, GAD and Engineering Section in consultation with the sub committee


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3.4 As resolved in the last IQAC Meeting, a sub-committee to look after the smooth functioning of Central Library was formed and as per the resolution, action was taken to extend the office working hour by 1 hour in all working days and further Central Library is remained open on Saturdays from 10:00am – 01:00pm.

The committee suggested to include all online/remote access of the library for accurate library access data collection.

Action: Librarian, MZU

3.5 It was also reported that a sub-committee to constantly observe the website of MZU had been formed and formats for details of Schools/Departments/Curriculum Vitae to be uploaded in the website had been prepared and disseminated. In-charge were also designated to observe the updating of the website.

The committee suggested for quick updating of MZU website. The chairman suggested to release a monthly online newsletter (to be posted on the MZU website and other possible social media) encompassing the major achievements of the University including the publications of faculty members, projects sanctioned, awards received by students or faculty or any other significant achievements of MZU.

Action: IQAC and PR Cell

4. **Action Taken Report from recommendations for Quality Enhancement of the Institution in the Peer Team Report on Institutional Accreditation of MZU (Cycle-2):**

4.1 **‘Peer Team Recommendation: The science departments should apply for Centre of excellence’** It was reported that a number of Departments already obtained DST-FIST support and in the next phase the Institute would try for Centre of Excellence.

Committee realized that many science departments (Chemistry, Physics, Mathematics and Computer Science, Zoology, Botany, Biotechnology, HAMP, Environmental Science, Forestry) received the DST-FIST and striving for the Centre of Excellence. In addition, the University received STI-Hub of DST, New Delhi for societal development of Mizoram.

4.2 **‘Peer Team Recommendation: Efforts should be taken to increase student enrolment especially foreign and other states’** It was reported that foreign student enrollment had increased through International Students Centre and Collaboration (ISCC).

Committee realized that the ISCC is in place and activities are going on smoothly. However, the Centre need to be more vibrant to increase further the International Students and collaborations.

4.3 **‘Peer Team Recommendation: Proper e-waste disposal mechanism’** Draft MoU with Karo Sambhav Pvt. Ltd. has been prepared for approval of MZU MoU Committee.

Already resolved vide 3.3 for its implementation.


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4.4 'Peer Team Recommendation: Improved transportation within and outside Campus' MZU currently has 7 buses in service inside and outside the campus for students & staff along with 11 hired buses for transportation of students. Buses are also arranged on Saturdays.
Committee observed that a satisfactory arrangement of transportations is arranged in the campus to facilitate the stakeholders.

4.5 'Peer Team Recommendation: Facilities for career guidance and coaching competitive exams should be strengthened' Career Counselling Cell conducts coaching classes like NET coaching, Competitive exams coaching and Remedial coaching and the cell is presently well equipped with large classroom and smart interaction board and has ample space for conducting mock interviews and group discussions and is also having a dedicated mini library.
Chairman suggested to arrange specialized coaching for UPSC/MPSC NET/SLET etc. be arranged for the aspirant students inviting the subject experts for the said coaching. A time bound program be arranged with specific outcomes to these aspirant students.

Action: Career Counselling Cell

4.6 'Peer Team Recommendation: Language laboratory needs to be strengthened' It was reported that proposals for Language Laboratories had been submitted to the authority by the Sub-committee on Language Laboratories for possible consideration.
Resolution taken vide 3.2.

4.7 'Peer Team Recommendation: Integrated programmes in different streams can be introduced' Under the NEP, the curricula are designed and implemented.
Committee satisfied with prompt implementation of NEP-2020 in MZU both for UG and PG curricula.

4.8 'Peer Team Recommendation: Prospective employers should be included in Board of Studies' It was reported that it had been made mandatory to include at least one member from Industry in the BoS and School Board committees for professional programs.
Committee satisfied with the initiatives taken by the MZU.

Items for Consideration:

1. AQAR 2022-2023 preparation: The meeting discussed on the preparation of the AQAR 2022-2023.

It was resolved that it should be completed by November, 2023 and accordingly be uploaded to the NAAC portal.

Action: IQAC Office

2. ISO Certification: A Quotation detail from HYM International Certifications Pvt Ltd for ISO Certification was placed before the members.


The members discussed and resolved that since the previous ISO Certification had expired and again be audited for the following:

ISO 50001:2011 Energy Standards;

ISO 14001:2004 Environmental Standards &

ISO9001:2015 Quality Standards

Action: IQAC office


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3. Academic & Administrative Audit (AAA) for the year 2022-23:

The committee discussed the matter and resolved that an Internal Academic & Administrative Audit (Year 2022-23) should be planned and completed by November, 2023.

Action: IQAC Office

4. Criterion in charge for SSR Preparation: The members reiterated the importance of finding suitable persons to be appointed as in-charge of SSR preparation for the 3rd Cycle of NAAC Accreditation.

The meeting resolved that the Director, IQAC may be entrusted to prepare the Criterion-in-charge for SSR Preparation.

Action: Director, IQAC

5. Matters related to 3rd cycle of NAAC accreditation: The chairman invited the Director, IQAC for critical evaluation of 2nd cycle accreditation and discussed the metrics at length in which the MZU performance was not satisfactory. Further, it was reported that a significant improvement is observed towards the **Research, Innovation and Extension along with the Teaching, Learning and Evaluation activities**. However, it was suggested that the teachers of MZU try to enhance the publication and citations with patents for achieving better score in the Accreditation. In this regard, various initiatives are taken e.g., the Financial Support for Publication Grant, Seed money, Financial Support for Extracurricular activities, Possible Enhanced support for attending National/International Conferences. Additionally, the committee discussed the following items and resolved as:

- a) Replacing all the solar street lights with normal hydroelectric powered LED streetlight.

Committee resolved to replace the LED lights not only for street lights but the entire campus with the LED lights in time bound manner. Efforts be taken to complete the work by the end of this year.

Action: Engg. Section, Finance and GAD


- b) All the ongoing construction works in the campus are expected to be completed within this year. Maintenance and repair work of different academic departments/Cells/Centers/and other buildings be completed in phased manner.

Action: Engg. Section, Finance and GAD

- c) Access of Library by the stakeholders be increased.

The committee expressed satisfaction on the initiatives taken by Library for increasing the library access. However, Chairman suggested to reduce the book issuing period from 15 days to 1 week to the students, which could further increase the footfall of students.

Action: Librarian


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- d) Installation of 3D Glow signboard at the main gate.

Committee suggested for 3D Glow signboard of the main gate along with the possible beautification of the campus.

Action: Engg. Section and GA

- e) Value added Courses:

Students should be encouraged to take more value-added courses. Also, the departments try to float a greater number of value-added courses in the curricula, which is over and above to the existing courses included in the curricula. Further, the value-added courses pursued by students during their program be reflected in their grade card. However, this may not be incorporated in the calculation of the CGPA.

Further, measures be immediately taken to encourage or even make compulsory of taking minimum one or two Swayam/NPTEL Courses by each student in their academic programs.

Action: COE, IQAC and Registrar

- f) Endowment fund contributed by the Alumni shall be calculated by the Finance department for further action.

The committee resolved that the finance office maintain the endowment fund and its possible utilization as per the directives of the UGC. Moreover, the Alumni cell try to enhance the alumni contributions at greater extent.

Action: Finance office

- g) Separate office should be allocated for the Alumni Cell.

It was resolved that a separate office if Alumni cell be provided to the Alumni cell and alumni office suggested to be vibrant of conducting various activities of alumni cell.

Action: Alumni Cell, and GAD

- h) Coffee house / Food vending machines may be set up in the campus.

Committee resolved that the GAD may explore to have the Coffee house and Food Vending machines which should provide quality food for students/staffs at reasonable rate.

Action: Registrar and GAD

- i) Adoption of Villages as part of extension activities

Committee resolved to adopt at least one village by each school latest by the end of this year and a partial financial support will be provided by the MZU for the purpose mentioned.

Action: Deans of Schools and Finance Office


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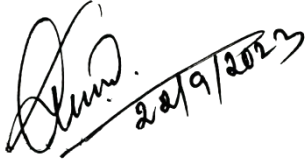
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6. *Programme Outcome, Programme Specific Outcome and Course Outcome Attainment:* The Member Secretary gave detailed briefings on steps for preparation of CO, PO and PSO Attainment and implementation. The meeting resolved that IQAC office will formulate it in a single excel file and further disseminate to all academic Departments for its implementation from the academic session 2022. IQAC may conduct one seminar with all the Deans of Schools and Head of Departments in this regard.

The meeting ended with thanks from the Chair.

Enclo. : Meeting attendance sheet.



(Prof. DIBAKAR CHANDRA DEKA)
Chairman,
Vice Chancellor, MZU



(Prof. DIWAKAR TIWARI)
Member Secretary
Director, IQAC, MZU

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