

**Minutes of the IQAC Meeting held on 5<sup>th</sup> November 2018  
at 12:00 Noon in RUSA Conference Room, UCC**

**Members present:**

|                        |                          |
|------------------------|--------------------------|
| 1) Dr. R. M. Manih     | Principal/ Chairman IQAC |
| 2) Dr. S. Pio          | Member                   |
| 3) Dr. (Mrs). M. Chand | Member                   |
| 4) Dr. A. Malhotra     | Member                   |
| 5) Dr. M. B. Mitri     | Member                   |
| 6) Ms. B. R. Lyngdoh   | Member                   |
| 7) Mr. B. K. Lyngdoh   | Member                   |
| 8) Mr. B. L. Mawlong   | Member                   |
| 9) Dr. J. P. Marak     | IQAC Coordinator         |

Apology of absence received from Mr. K. Sarma, Member.

**Resolution 1/2018- Agenda 1.**

The meeting was called into motion by prayer led by Dr. (Mrs.) M. Chand.

**Resolution 2/2018- Agenda 2: United Board Peer Team Visit.**

The Coordinator briefs the Cell of the forthcoming UB Peer Team Visit from Madras Christian College on the 16<sup>th</sup> & 17<sup>th</sup> November 2018. The Visit Team will be led by Dr. Alexander Jesidasan and Dr. Marcus Boominathan to conduct the institute preparedness for the NAAC reaccreditation process and other allied issues.

The Cell unanimously resolves to appoint Dr. S. Pio and Dr. A. Malhotra in-charge of the Peer Team Transportation and Accommodation needs. The refreshment arrangement will be taken care of by Mrs. L. S. Lyngdoh and Mr. JinuKharbuki.

**Resolution 3/2018- Agenda 3: Staff Council.**

The Cell resolves to convene the Staff Council on the 13<sup>th</sup> of November 2018 at 12 Noon to discuss the-

- i. Forthcoming UB Peer Team visit on the 16<sup>th</sup> & 17<sup>th</sup> November 2018.
- ii. Preparation for the NAAC reaccreditation process.

**Resolution 4/2018- Agenda 4: Last NAAC Peer Team Report.**

The Coordinator briefs the Cell on the Report of the Last NAAC Peer Team Visit on 2011. Based on the recommendations of the Peer Team, the Cell provisionally resolves to undertake the following steps:

- i. To start new undergraduate Courses of- B.Sc in Bio-Technology, B.A in Anthropology and B.A in Music.
- ii. To strengthen the Alumni Association and its Membership.
- iii. To conduct the internal Feedback at the beginning of the forthcoming session 2018-19.

### **Resolution 5/2018- Agenda 5: Constitution of the Prospective Planning Committee.**

Based on the recommendations of the Peer Team, the Cell resolves to constitute the Prospective Planning Committee to prepare a long term plan and policy for the development of the College. The Committee members shall include:

- i. Dr. R. M. Manih, Principal Chairman.
- ii. Dr. J. P. Marak, IQAC Secretary
- iii. Dr. J. W. Lyngskor, Bursar Member i/c. Financial Planning.
- iv. Dr. M. B. Mitri Member i/c. Research.
- v. Dr. J. P. Marak i/c. Academic Planning.
- vi. Dr. A. Malhotra, DSW Member i/c. Discipline.
- vii. Principal i/c. Infrastructure Development and Planning.
- viii. Mr. B. L. Mawlong Member i/c. Seminars & Publication.

### **Resolution 6/2018- Agenda 6: Constitution of the Sub-Committee of the Seven criteria for NAAC Reaccreditation.**

Corresponding to the Seven NAAC Criteria, the Cell resolves to constitute the following sub Committee to collect the respective criteria data.

**i. Curricular Aspects: i/c- Ms. B. R. Lyngdoh.**

Members: Dr. A. Malhotra, Mr. K. Sarma, Mr. B. K. Lyngdoh, Dr. (Mrs.). A. G. Paul, Mr. R. S. Wahlang, Mrs. A. Khyriem, Ms. I. Wanniang, Mrs. A. Rumnong, Ms. Miriam WansyrpaiRyndem& Ms. Emma PiaKhonglah.

**ii. Teaching- Learning and Evaluation: i/c- Dr. J. P. Marak.**

Members: Mr. S. Sohlang, Mr. A.H.Sawkmie, Mr. J. L. Nonglait, Ms. Longnam W.Kharpuri, Mrs. P. Kharsyntiew, Mrs. R. Thabah, Ms. B. Sungoh, Mr. A. Chyne& Mr. B. Mawthoh.

**iii. Research, Innovations and Extension: i/c- Dr. M. B. Mitri.**

Members: Dr. S. K. Singh, Dr. D. Nongsiang, Dr. (Mrs) C. M. Lyngdoh, Dr. (Mrs) V. Kalita, Dr. (Ms) J. S. Wahlang, Mr. B. L. Mawlong, Mrs. I. Mawlong & Mr. Shining Star Lyngdoh.

**iv. Infrastructure and Learning Resources: i/c- Vice-Principal.**

Members: Dr. (Mrs) M. Chand, Mrs. R. Kharumnuid, Mr. A. Lyngdoh, Dr. (Ms.). R. Lalrintluangi, Mrs. E. Lianchhawni, Mr. K. Kharchandy, Mr. B. Mawlein& Mr. S. Kharshiing.

**v. Student Support and Progression: i/c- Dr. A. Malhotra.**

Members: Ms. B. R. Lyngdoh, Dr. S. Pio, Mr. A.B.S. Kharkongor, Mrs. M. Sebastian, Dr. (Mrs). M. Dkhar, Mrs. A. B. Lyndem, Mr. B. Nadon, Ms. P. S. W. Umdor, Mr. SteffersonMalniang, Mr. D. Kharlukhi& Mr. P. Syndai.

vi. **Governance Leadership and Management:** i/c- Principal.  
Members: Vice-Principal, Dr. J. P. Marak, Mr. D. K. Saha & Dr. J. W. Lyngskor.

vii. **Institutional Values and Best Practices:** i/c- Dr. (Mrs). M.Chand.  
Members: Dr. (Mrs) U. Shilla, Mrs. H. Shangpliang, Mrs. L. S. Lyngdoh, Mrs. D. P.A. Sawian, Mrs. R. B. Kharpuri, Ms. IbansiewdorLyngdoh, Ms. Joyti Mary Rani, Ms. S. A. Lawai & Ms. Emmy Kharumnuid.

**Resolution 7/2018- Agenda 7: Constitution of the NAAC Steering Committee.**

The Cell resolves to constitute the following NAAC Steering Committee to prepare for the next cycle of NAAC reaccreditation, preparation of AQAR & SSR:

**NAAC Steering Committee:** Principal, Dr. J. P. Marak, Mr. A. H. Sawkmie, Mr. J. L. Nonglait and Mr. B. L. Mawlong.

In light of the NAAC Preparation, the Cell also resolves to recommend to the College Authority to relieve Mr. B. L. Mawlong of his teaching duties. The Duration of the Leave from Teaching shall be decided upon by the Principal.

**Resolution 8/2018- Agenda 8: Appointment of Assistant IQAC Coordinator.**

The Cell resolves to appoint Mr. B. L. Mawlong, Asst. Professor, Pol. Sc. Dept as the Asst. IQAC Coordinator to assist the IQAC and NAAC Preparation.


**Resolution 9/2018- Agenda 9: A. O. B.**

- i. The Cell resolves to fix the following dates for the NAAC Steering Committee meeting with the Sub-Committees of the Seven Criteria:
  - 1<sup>st</sup> Meeting- 28<sup>th</sup> November 2018.
  - 2<sup>nd</sup> Meeting- 11<sup>th</sup> December 2018.
- ii. The Cell resolves to complete the NIRF Ranking 2018 within the stipulated date of 31<sup>st</sup> November 2018.
- iii. The cell also resolves to fix a meeting with the Alumni Association to discuss the process of strengthening the Association.
- iv. The Cell also resolves to provide details of the Seven NAAC Criteria to the sub-committees on the 13<sup>th</sup> of November 2018 at the Staff Council.

As there was no other business the Committee was closed by a prayer led by Ms. B. R. Lyngdoh.

Dated: 5<sup>th</sup> November 2018

IQAC Coordinator  
Union Christian College



Principal