Staff & Faculty Meeting 16 April 2018 IQAC Office 11:00 AM

IQAC Meeting with Staff & Faculty.

Dr Visakhonü Nibo		Mr. Vikelsolhou Ngukha	
Mr Virabo Nibo	16/4/18	Mr. Anu Kar	
Mr. Joseph Daniel		Mrs. Seyievono Sami	
Mr W. Shamu Singh	16/4/18	Mrs Kiknusenuo Usou	
Dr. Bhogen Soraisam		Ms. Keleno Taciü	
Mr. Zerhoto Sole	16/4/18	Ms. Vituomenuo Khro	
Mrs. Vichumo Zhasa.		Mr. Medo Chale	
Dr. Lichumo Eniu		Mr. Vineito Sale	
		Mr Wareppam Chitaranjan	
Dr. A. Musca		Dr. Kenuisenuo Solo	16/4/18
Mrs L. Tialemla		Mr. Murangchang Mollur	
Mr. D. Athili Mopuson Kayina		Mrs. Hayia Kayina	
Ms. Asano Yhoshü		Mr. Vizapo Kikhi	
Ms Thepfusatuou Pienyü		Mr. Dilhanglo Magh	
Mrs Jakhieno Yhoshü Vithong		Ms. Zarano Kiru	16/4/18.
Mr Vil Pusa		Dr. S. Manikho Kohusü	16/4/18
Mr. Kevisapi Kin		Ms. Visi Yhokha	16/4/18
Mrs. Khrienuo Zhasa			
Ms Tovikali Vapthomi			

A meeting called by the Internal Quality Assurance Cell was attended by the Staff and Faculty for discussions and deliberations on various issues. The muting procedings are as follows:

1. Vice Principal (HS) presented the 2017-18 Academic session Leave record of the Staff and Faculty to the House, following which, Principal, Dr. Visakhonii Nibo reminded the Staff and Faculty of the 11 days Casual Leave provision in the Service Rules; To be availed during emergencies only. The same is to be applied in written only.

2 The very poor attendance of class XII students after the commencement of regular classes was reported. Principal commented on the College's decision on uniforms, to be a possible reason for the low attendance and suggested a period of observation after which, proper actions may be taken.

3 On the issue of poor attendance, all faculty commented on the main hostellers (gents), to be on the higher/majority. Apart from the regular classes, attendance in College extracurricular activities and programs have been showing very poorly, of late. The RO for gents is to look into the matter and take appropriate measures.

4. Adjustment of classes and exam duties by the faculty without the consent of the Principal or Vice Principal will not be allowed.

5. The Class Routine for the new academic session was given out and 2 days period was alloted for nessary corrections. 3 consecutive periods and simultaneous classes cases will be entertained. The final routine will be printed in colour.

6. Mr. D. Athili Hopison Kayina, NAAC Co-ordinator expressed deep appreciation to the Staff and Faculty for their cooperation during the NAAC Peer Team visit. He congratulated the Staff and Faculty for the successful hosting of the Peer Team visit and encouraged all to learn and excell from the visit.

7. Mrs. Seyievono Sazo, NAAC Coordinator shared on some set backs as seen during the Peer Team visit.

a. The IQAC was unimpressive to the Peer Team and required restructuring as well as follow proper protocols as mentioned in the UGC guidelines.

b. The Library suffered major criticisms in regard to figures in the number of books, system in issue of books, computerization of library and use of funds by departments for Library.

c. The ladies Common room, though functioning lacked in certain areas and materials - computer, T.V, magazines, newspapers, vending machine, incinerators etc.

d. The College Gym lacked proper equipments. The Peer Team suggested applying of fund for financial assistance Through MHRD.

Following these comments, a few decisions were made.

a. The IQAC will be reorganised and restructured. Principal also commented that, the IQAC was following the new guidelines which the Peer Team were unaware of.

b. Mrs. Seyievono Sazo will take the role of NAAC Coordinator without Mr. D. Athili Hopison Kayina, who will now be Nodal Officer for students' activities.

c. Mr. Vil Pusa will be given the additional charge as Secretary, IQAC and is to be relieved of some Office duties to lessen the work load.

d. The use of Library cards will be implemented with the start of the new academic session. This was confirmed by the College Librarian.

8. Regarding Remedial Coaching, the following comments were made:

a. Dr Kenisenuo Solo pointed out the advantage being taken by students, of the Remedial Classes, as a means of insurance for low attendance. The fact that all students with very poor attendance can appear exam through attendance of remedial classes, which at the most is a week, has emboldened certain students to neglect their overall attendance.
This case was echoed by all faculty and requested for counter measures.

Ms. Asano Yhoshii suggested that Remedial classes must not be the sole remedy for students with Poor attendance..

Ms Tovi Kali Yepthomi also commented on the issue and said that, Remedial Classes may continue for both weak students and poor attendance students, but also have a separate remedy for the latter.

9. Principal said Remedial Classes would continue, given its positive output, however, to check poor attendance, measures must to be taken early. As such, any faculty whose student fails to attend class for 3 consecutive days or 3 days should be reported to the Academic Dean.

To come to a practical solution, the Deans will sit for a separate session.

10. With the mandatory requirement of email, contact number and Aadhaar, the same will be made mandatory in the Admission form. The Admission Committee will validate these details during admission.

11. Non submission of assignments needs to be reported in advance.

12. Ms. Reubella Paulraj who resigned from active service will be provided a farewell service at Dimapur on 21st April.

13. All existing clubs will be upgraded to add-on course status following the new academic session.

14. Annual College Event incharges were selected.

a.	Freshers day	Mr. Medo Chalu.
b	Finalist Honour Dinner	Mr. Vinaho Nibo
c.	College Week.	Mr. Vinilo & Ms. Keleno
d.	Picnic	Ms Tovikali Yepthomi
e.	ANOGE	Mr. Murangchang Mollier (C)
		Mrs. Khrienuo Zhasa
		Mr.
		Mr. Chitoranjan Waruppam
f.	Rhapsody.	Mr. Vil Pusa. (C)
		Mrs. Kikrusenuo Usou
		Ms. Visi Yhokha
		Ms. Tovikali Yepthomi.

15. With the introduction of College Uniforms, the following rules will be imposed.

a. College blazer, white shirt, black tie, badge and black pant (full).

b. College T Shirt and jians.

Monday, Tuesday and Thursday with be full uniform days. Wednesdays will be relaxed with College T. Shirt and jians.

Fridays will either be full uniformed days or casual outfit.

As part of vote, majority of the faculty opted for full uniform even on Fridays. However, Principal decided to get opinion of the students as well.

Vil Pusa
Secretary