

**MINUTES OF H.O.D./ACADEMIC MEETING  
HELD ON 27<sup>th</sup> APRIL, 2020 IN THE SEMINAR HALL**

**Members present:**

1. Dr. Tawnenga, Principal
2. Dr. Lalbiaksangi Chawngthu
3. Dr. H.S.Thapa
4. H.L.Lawmzuala
5. Dr.Lalrammawii
6. H.S.Lalsangpuia
7. Dr. Lalthankungi
8. Dr. M.Z.Khiangte
9. Lalsangkimi Sailo
10. Dr. Shiv Raj Gurung
11. Dr. Rinpari Ralte
12. Dr. K.Lalchhandama
13. Lalbiakzuali Colney
14. Dr. Saitluanga
15. Enid H.Lalrammuani
16. Dr. L.P.Lalduhawma
17. Dr. Thanhmingliana
18. Dr. K.Khelchandra Singh
19. Dr. C.Vanlalkulhpuia
20. Dr. Liansangmawii Chhakchhuak
21. Dr. R.Zoramthanga
22. Dr. R.Vanlalmachhuani
23. Dr. David Zothansanga - Recording Secretary

The Principal welcomed the members.

**RESOLUTION:**

1. **Question Banks Coordinators for UG:** As per the notification received from MZU, the following faculty are appointed as Coordinators to work on preparation of Question Banks for UG Courses:
  - i) Dr. K.Lalchhandama
  - ii) Dr. David Zothansanga
  - iii) Dr. Lalhunthara
2. **CA - II :** CA - I will be used as a bench mark for CA-II (i.e. marks obtained in CA-I will be doubled and average of the two will be the mark obtained)  
Each department is authorised to give assignments and MCQ Test as per their convenience.
3. **Internal Marks:** Last date for submission of Internal Marks is **29<sup>th</sup> May, 2020**. All students should have internal marks.  
Attendance Marks to be given as below.
  - i) 90 and above - 5 marks
  - ii) 80 - 89.9 - 4 marks
  - iii) 75 - 79.9 - 3 marks
  - iv) 60 - 74.9 (condoned)- 2 marks
  - v) 37 - 59.9 (condoned)- 1 marks
4. **Attendance:** Attendance below 37% are to be dropped. Attendance of 37% and above before lockdown are to be condoned. Eligibility for VI Semester will be decided the concerned department.
5. **Laboratory Staff :** Department Laboratory Staff are to attend the College at least twice a week. The rooster will be prepared by each Head of the concerned department.

*Vatter*  
-1.1

**Coordinator**

Internal Quality Assurance Cell  
Pachhunga University College

Copy to: All members/HODs for information and necessary action.  
(A constituent college of Pachhunga University)

*Tawnenga*

**( TAWNENGA )  
Principal**