

PACHHUNGA UNIVERSITY COLLEGE

Academic & Administrative Audit

Format – I (Institutional Data)

For the Years 2019-2020



I - COLLEGE PROFILE

1	Name of the College, Website, email and Ph. No.	PACHHUNGA UNIVERSITY COLLEGE www.pucollege.edu.in pachhungaunivcollege@gmail.com 0389-2322257
2	Name of the Principal, email & Mod. No.	Prof. H. Lalthanzara lalthanzara@pucollege.edu.in 9436195549
3	Name of the Vice-Principal, email & Mob. No.	Dr. Lalbiaksangi Chawngthu lbsangi123@gmail.com 9862308912
4	Name of the IQAC Coordinator, email & Mob. No.	Dr. Henry Lalmawizuala hvpl37@gmail.com 9436144129
5	Year of Establishment & own land if any	1958, Yes own land
6	Affiliating University	Constituent College of Mizoram University
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not accredited)	Cycle 1: Grade – B, CGPA:2.78 Cycle 2: Grade – A+, CGPA:3.51 Cycle 3: due by Nov 6 2021
8	UGC Recognition (2F & 12 B) with dates	Yes, certificate attached
9	National Institutional Ranking Framework (NIRF) Rank	2018: 101 to 150 Rank Band 2019: 101 to 150 Rank Band 2020: 101 to 150 Rank Band
10	Online Admission status	Application Received – 7141 Intake Capacity – 910 Admitted – 1061 Admission process is done fully Online

11	College Working Hours (if shift system mention details of both shifts & give reasons for shift system)		9:00 AM to 5:00 PM				
12	No. of Teaching Posts Sanctioned	Regular	120	Filled	120	Vacant	0
		Contract	0		0		0
		Guest/ Part-time	0		16		0
		TOTAL	120		136		0
		Section Officer (Admn)	1	1	0	0	
		Section Officer (Fin.)	1	0	1	0	
		Private Secretary	1	1	0	0	
		Librarian	0	0	0	0	
		Asst. Librarian	1	1	0	0	
		Library Assistant	4	2	2	0	
		Library Attendant	3	3	0	0	
		Assistant	1	1	0	0	
		UDC	4	4	0	0	
		LDC	7	6	1	0	
		Group C	49	41	9	0	
		Lab Assistant	7	7	0	0	
		Lab Attendant	14	12	2	0	
		Prof. Asst	1	1	0	0	
		Semi Prof. Asst	1	1	0	0	
TOTAL	96	81	15				
14	Students strength	1 st /2 nd Semester	750 (Seven Hundred and fifty)				
		3 rd /4 th Semester	637 (Six hundred and thirty seven)				
		5 th /6 th Semester	641 (Six hundred and forty one)				
		Total	2028 (Two thousand and twenty eight)				

II – CURRICULAR ASPECTS (100)

	Item	Status (Give Details)	Weightage	Score	Remark(s) by Assessor
15	Implementation of Annual Institutional Plan/College Calendar	<ul style="list-style-type: none"> The college prepares its annual plan through the IQAC. An IQAC <i>Annual Plan</i> is prepared every year which is passed by the IQAC Board. The Academic Calendar of the college is prepared by the Principal and the Academic Committee and is always printed on the <i>Prospectus</i> of the college, which is distributed to every student. 	15	15	
16	Whether the above plan circulated among students	Yes	10	10	
17	College Activity Register (e.g. 2019-2020)	List (<i>with document</i>)	10	10	
18	Academic flexibility	<ol style="list-style-type: none"> The college implemented CBCS /Elective system since 2016 as mandated by the parent university. The college also offers seven (7) Add-On / Certificate /Diploma courses to increase academic flexibility. 	10	10	
19	Add-on Courses (Department-wise) completed during last academic year	<ol style="list-style-type: none"> Certificate Course in Mizo Cultural Studies and Performing Arts Certificate Course in Mizo Handicraft and Education Technology Certificate Course in Vermitechnology Certificate Course in Housekeeping Certificate Course in UPS repair and Maintenance Diploma in Computer Application Finishing School Course (<i>A Certificate Course</i>) 	15	10	

		<i>in Life Skills Development)</i>			
20	Feed- back from students/parents/alumni on curricular aspects	1) IQAC prepares feedback forms which are then circulated among the stakeholders. The forms are collected by each department and analyzed departmentally. 2) Students' feedback is conducted in two ways, <i>Teachers' Assessment</i> and <i>Students Satisfaction Survey</i> . 3) Alumni feedback form is made available in the college website.	10	8	
21	New UG & PG Courses introduced this year	PG course in Geophysics	20	10	
22	Maintenance of Student Attendance Registers	1) Students' attendance register is maintained by each and every department. 2) Attendances for online classes are collected using Google Forms.	10	10	

III – TEACHING, LEARNING & EVALUATION (350)

Item		Status (Give Details)	Weightage	Score	Remark(s) by Assessor
23	Are students' enrollments and profiles computerized and well documented?	Yes, a separate clerk is assigned the important task of maintaining and assigning enrollment numbers and profiles of every student within the college. The college also utilizes an ERP system wherein all the datas of the students are maintained.	40	40	
24	Number of International students & students from other states	Manipur – 3 Tripura – 6	20	10	
25	Teaching Diaries & Teaching Plans in prescribed format	The college has been following a very good system of maintaining departmental log books, teacher's dairies and lesson plans. Every department and teacher performs their teaching activity as per the lesson plan pre approved at the beginning of every semester. The lesson plan and log books are countersigned by the Principal or the Vice Principal.	30	20	

26	Tutorials- Assignments, students' seminar, students' project etc.	The college's teaching and learning is supplemented largely by tutorials, assignments and students' projects and seminars which are conducted on a regular basis.	40	25	
27	Academic Competitions (College level & above)	<p>The college has three (3) proficiency awards and three (3) other awards through sponsorship. These awards are earned through academic performance in examinations. The awards are:</p> <ol style="list-style-type: none"> 1) HK Bawihchhuaka Award 2) Lenrual Hlui Award 3) Khawtinkhuma Award 4) ZET Award 5) SEL Foundation Award 6) OB of IIMK PGP04 Batch Award <p>Apart from these institutional awards many departments also give departmental awards to class toppers such as <i>Dr. R. Lalthangliana Award (Sociology)</i>, <i>Khawlozama Award (Economics)</i> etc. Academic Competitions are also occasionally conducted in the form of Quiz between departments within the college.</p> <p>The college also took part in various Debate and Quiz competitions organized by different organizations such MSU, MZU, MSACS and NYKS.</p>	40	30	
28	Conduct of Internal Exams – semesters, evaluation etc.	Internal Exams (CA) are conducted under the guidance of the Exam Cell of the College. The time tables of the internal exams are prepared by the exam cell and the conduct of the exam is carried out by each departments. Internal Moderation is also done before submission of Internal Marks under the supervision of the Principal.	40	40	
29	Subject wise result analysis (percentage)	Result Analysis is taken up by the IQAC through a format known as <i>Departmental Result Analysis (DRA)</i> . The analysis report is reviewed by the Principal and circulated to all departments. Result	40	40	

		analysis is also presented using a PowerPoint format in a teachers meeting by the IQAC Coordinator.			
30	Remedial classes	Remedial Classes are conducted by departments whenever required. Remedial Classes are normally given to Slow Learners identified by the departments through Departmental Result Analysis. Remedial Classes are also conducted by Chemistry Department annually for Freshers.	30	20	
31	Record of evaluation of Teachers by Students	Teachers Evaluation or Assessment is carried out by IQAC and is conducted annually. The 5 th Semester Students are normally assigned the task of Evaluating the teachers. Results of the Evaluation is compiled by the IQAC and submitted to the Principal. Teachers collect their Assessment results from the Principal personally.	30	30	
32	Teachers' profile	Teachers' Profile is maintained both in the College's website and the ERP system to enable the Stakeholders to easily identify and connect with the teachers. Teacher's Individual files are also maintained in the college by the college office.	40	40	

IV – RESEARCH, INNOVATIONS AND EXTENSION (120)

	Item	Status (Give Details)	Weightage	Score	Remark(s) by Assessor
33	Is the College a recognized/accredited Research Centre?	Yes, the college has a <i>Research and Instrumentation Centre</i> funded by PUC, a <i>Biotech Hub</i> funded by DBT and <i>Physical Sciences Research Centre (PSRC)</i> funded by PUC.	10	10	
34	No. of Research (Co) Guides in the College	1) Prof. H. Lalthanzara 2) Prof. K. Lalchhandama 3) Prof. Rinpari Ralte 4) Dr. Bobby Beingachhi 5) Dr. Zoramdinthara 6) Dr. Zothanpuia	10	5	

		7) Dr. Prashant Kumar Singh 8) Dr. H. Lalruatsanga 9) Dr. Vanlalhrüaii Ralte 10) Dr. K. Vanlaldinpuia 11) Dr. K.K. Singh 12) Dr. K.C. Das 13) Dr. V. Vanthangliana 14) Dr. Laldinpuia 15) Dr. Bubul Bharali 16) Dr. Lalhriatzuala 17) Dr. Dibya Prakash Rai 18) Dr. Lalramliana 19) Dr. Vanramliana			
35	Major/Minor/Other Research Projects (Major = 5/ Minor = 3/ Others=2)	Total: 15 Annexure 1 0.11/teacher	10	5	
36	Research Papers Published during last academic year (International= 5/ National=3/State=2)	Total: 126 Annexure 2 0.7/teacher	10	5	
37	Papers presented during last academic year (International= 5/ National=3/State=2 level)	<ul style="list-style-type: none"> • International : 15 • National: 26 • State: 8 • College: 4 0.4/teacher	10	5	
38	Books/Text Books published during last academic year (Single Author =7 / Co-Author=3)	Annexure 3 0.07/teacher	10	5	
39	Seminars/Workshop/Training Programme conducted during last academic year (International=5 /National=3/State=2 level)	Annexure 4 0.4/Dept	10	5	
40	Record of MoUs during last academic year	Total : 9 Annexure 5	05	5	
41	Record of subject/Department related extension activities	Total : 31 Annexure 6	10	10	
42	Name of NSS, PO & Mobile No.	Dr. Zoramdinthara 9436151120			

43	NSS activity	Report from college magazine Annexure -7	05	5
44	Name of the NCC ANO & Mobile No.	Dr. Saitluanga Sailo 9436155837		
45	NCC activity	Report from college magazine Annexure 8	05	5
46	Name of Red Ribbon Club Coordinator & Mobile No.	Lalsangkimi Sailo 9436198741		
47	Red Ribbon Club activity	Report from college magazine/AAR Annexure 9	05	5
48	Name of Women Empower Cell Coordinator & Mobile No.	Dr. Lalbiaksangi Chawngthu 9862308912		
49	Women Empowerment Cell activity	Report from college magazine/AAR Annexure 10	05	0
50	Name of Eco Club/Adventure Club Coordinator & Mobile No.	Dr. K. C. Das 7005799863		
51	Club activities	Report from college magazine Annexure 11	05	5
52	Name of Consumer Club Coordinator & mobile No.	<i>The college does not have a Consumer Club</i>		
53	Consumer Club activity	<i>List (with document)</i>	05	0
54	Any other Club (if any)	1) Chess Club (A-12) 2) Literature Club (A-13) 3) Adventure Club (A-14) 4) Cultural Club (A-15) 5) Innovation Club (A-16) 6) Green Ribbon Club (A-17) 7) Fitness Club (A-18)	05	5

V – INFRASTRUCTURE & LEARNING RESOURCES (100)

Item		Status (Give Details)	Weightage	Score	Remark(s) by Assessor
55	Name of the Librarian & Mobile No.	Lalthanmawii 9612109402			
56	Circulation of Library Books among students	<ul style="list-style-type: none"> Total number of books issued: 5254 Daily Average: 19 Annexure 19	10	10	
57	Availability of previous years question papers	Accessible through college's website and MZU website	05	5	
58	Record of Library's visitors	<ul style="list-style-type: none"> Total number of visitor: 6823 Daily Average: 26 Annexure 20	05	5	
59	Status of library automation (E-lessons & e-resources/e-journals)	<ul style="list-style-type: none"> The college library is fully automated with SOUL 2.0. The library also provides e-resources such as e-journals and e-books through N-List. RFID Gate system is installed Kiosk Self Issue Machine is also installed. Annexure 21	10	10	
60	ICT enabled classrooms	There are 56 classrooms which are ICT enabled within the college.	10	10	
61	Availability of WI-FI & Internet within the campus	<ul style="list-style-type: none"> Internet connection provided by NIC, GoM with a speed of 100 mbps. All departments and offices have internet connections and Wi-Fi. 	10	10	
62	Students' recreational/sports amenities	The college has ample space for sports and recreational activities within the campus. Such as: <ol style="list-style-type: none"> 1) Football ground, 2) Futsal court, 3) Basketball court, 4) Volleyball court, 	10	10	

		<p>5) Auditorium 6) Open pavilion and 7) Open space for various other sports activities.</p>			
63	Computer/Language labs (No. of labs & working systems)	<p>1) Language Lab 2) Mathematics Lab 3) Bioinformatics Lab 4) Commerce Lab 5) EVS GIS Lab 6) Geography GIS Lab 7) Geology GIS Lab 8) IRC (Internet Resource Centre) Currently there are 173 desktop, 93 laptops, 63 printers and 41 projectors in use within the college. Annexure 22</p>	10	10	
64	Availability of students' centre	The college has a student's common room but it is currently utilized as a classroom due to shortage of classroom. The Dep't of Disaster Management, GoM directed the college to vacate one academic block, this is why there is shortage of classroom.	10	10	
65	Availability of separate toilets for male and female (for both students and teachers)	There are sufficient toilets for male and female students and teachers. Every departmental office has attached toilet and every Academic Block has sufficient toilets in every floor.	10	10	
66	Special facilities for Persons with Disability (PwD)	New buildings Block 2 and Physical Science Block have special ramp and toilets for PwD students. Unfortunately the old buildings do not have the same facility.	10	10	

VI – STUDENT SUPPORT & PROGRESSION (130)

Item		Status (Give Details)	Weightage	Score	Remark(s) by Assessor
67	Name of Physical Director/Teacher i/c Sports & Mobile No.	H.S. Lalsangpuia 9436151351			
68	Records of Sports events conducted	Annexure 23	10	10	
69	Records of significant achievements in games & Sports	Annexure 23	10	10	
70	Records of Cultural Program conducted	Annexure 24	10	10	
71	Any other extra-curricular activities conducted	Annexure 25	10	10	
72	Name of Career Guidance Cell Coordinator	Dr. Vanramliana 94361455916			
73	Record of Career Guidance Cell activities	Annexure 33	10	10	
74	Record of support by Alumni Association	Annexure 26	20	0	
75	Record of Grievance Redressal Cell	Annexure 27	10	0	
76	Record of Anti-Ragging cell	Annexure 28	10	0	
77	Maintenance of Sanitation & Cleanliness	List (with document)	10	10	
78	Maintenance of drinking water	List (with proof)	10	10	
79	Health Care facility	The college has a Clinic which is opened on every Wednesday. One doctor and one nurse look after the clinic. Annexure 29	10	10	
80	Canteen/Cafeteria	The college has two canteens, one for Arts Section and another for Science section. Both Canteens are monitored by the Canteen Committee. The canteen committee is responsible for maintaining the standards within the two canteens. Both canteens have separate area for Teachers and staffs.	10	10	

VII – GOVERNANCE, LEADERSHIP AND MANAGEMENT (100)

Item	Status (Give Details)	Weightage	Score	Remark(s) by Assessor
81	Realization of Institutional vision by the administration Institutional vision is realized through the departments and various actions of the different clubs, cells and committees. The college's vision of excellence in teaching & learning is justified through the academic results of the college. The administrative set up of the college is cohesive in structure and it functions comprehensively to ratify the vision of the college.	10	10	
82	Distribution of works among the administrative staff Annexure 30	10	10	
83	Faculty Development Program initiatives 1. Orientation for New Teachers 2. One Day Workshop on Program Outcome and Learning Outcome 3. Training on PUC ERP System 4. One Day Training on Documentation	15	15	
84	Staff Welfare Initiatives The college has three main Staff Welfare: 1) Pachhunga University College Teachers Association (PUCTA) 2) Mizo Teachers Welfare Committee (MTWC) 3) Non-Teaching Staff Association (NTSA) The initiatives taken by the staff welfare includes: 1) Visitation of sick and hospitalized members 2) Participation in weddings and funerals 3) Condolence program for deceased member	10	10	

		4) Farewell function for pensioner 5) Felicitation program for academic achievements 6) Meetings 7) Recreational program			
85	Internal Audit of finances	<i>Internal Financial Audit is not conducted</i>	10	10	
86	Resource Mobilization	Financial Statement Annexure 31	10	10	
87	Functioning of Committees in administration (Minutes of the meetings)	There are 17 committees and 9 cells in the college	15	15	
88	IQAC activities & maintenance of records (Action plan/minutes/ proof of submission of AQAR to NAAC/Activity register)	1) Online Teachers Assessment Programme 2) One Day Workshop on Program Outcome and Learning Outcome 3) Orientation for New Teachers 4) National Level Sensitization Program on NAAC's A&A Process 5) Training on PUC ERP System 6) Launching of ERP System for PUC 7) One Day Training on Documentation Annexure 32	20	15	


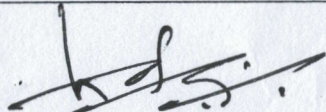
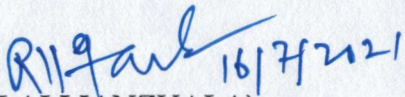
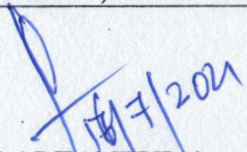
VIII – INSTITUTIONAL VALUES AND BEST PRACTICES (100)

	Item	Status (Give Details)	Weightage	Score	Remark(s) by Assessor
89	Adopted Village/School	The college has adopted three villages so far. Villages adopted are: 1) Dulte (2017-2020), 2) Lungleng (2015-2017) 3) Phulpui (2012-2014)	20	20	
90	Social Responsibility initiatives	As measures towards achieving its social responsibility PUC has been conducting various programs such as 1) <i>Free Health Camp,</i>	20	20	

		<p>2) <i>Cleanliness Campaign,</i> 3) <i>Awareness Programs,</i> 4) <i>Mental Health Programs,</i> 5) <i>Blood Donation, and</i> 6) <i>Village Adoption etc.</i> All these initiatives help in securing and implanting the importance of social responsibility in the minds of the college students.</p>			
91	Best/innovative practices undertaken by the institution	<p>The best practices of the college include, 1) Preparatory Course for Master Degree 2) Village Adoption 3) Student Centric Learning and Mentoring 4) Research Capacity and Building Initiatives 5) Coaching for IAS Aspirants 6) Remedial Class in Chemistry for Freshers 7) Finishing School 8) Decentralization of Administrative Responsibilities</p>	20	20	
92	Hard copy of AQAR of last academic year (should be available with the Principal)	Affirmative	20	20	
93	Awards / Achievements	<p>1. Dr Vanlalhlana, Assistant Professor, "Ideal Youth MLA Honor Award" 2. Dr Rinpari Ralte, Associate Professor, "Shri. P.A. Sharma Best School Psychology Trainer Award" 3. "Voluntary Blood Donation Award" by AVBD 4. "Sports Ministers Trophy for Blood Donation" by NSS Cell, Mizoram 5. Overall Champion in MZU Varsity Sports 6. Ngurnunsangi Sailo, Gold Medal at Shooting Competition at the 22nd All India Level Cadet Air Wing Competition. 7. Laetitia Lalringngheti, Best Quizze Award at</p>	10	10	

		<p>UPSC Inter College Quiz Competition.</p> <p>8. <i>O'theos</i> band, 1st Prize in MSU Cup Inter-College Beat Contest.</p> <p>9. <i>Ambrosia</i> band, 3rd Prize in MSU Cup Inter-College Beat Contest.</p> <p>10. Chhawkhlel Cultural Club, 3rd Prize in MZP Inter College Cultural Dance Competition</p> <p>11. Chhawkhlel Cultural Club, 2nd Prize in MSU Cup Inter College Cultural Dance Competition</p>			
94	Uniqueness/distinctiveness of the institution	<p>The college is unique and distinctive in the following ways:</p> <ol style="list-style-type: none"> 1) It is the only constituent college of MZU. 2) It is the only college in Mizoram which has been granted A+ Grade under NAAC A&A Process. 3) It is the only college in Mizoram which has been granted CPE status by UGC. 4) It is the only college in Mizoram which is funded by DBT Star College Scheme. 5) It is also the only college in Mizoram which has been granted Mentor College under UGC Paramarsh Scheme. 6) It is the only college in Mizoram to offer 4 streams of studies (Arts, Science, Commerce and Management). 7) It is the only college in Mizoram to offer PG courses in Life Science, Biochemistry and Philosophy and UG course in Statistics. 8) It features 3 years in a row in NIRF 101 to 150 Rank Band 9) It is the first HEI in Mizoram to start Village Adoption 10) It is the only college in Mizoram which accommodates a football ground, volleyball court and basketball court in its campus. 	10	10	

	<p>11) It is the only college in Mizoram with its own Zoological Museum, a Biotech Hub, Research and Instrumentation Center and Physical Sciences Research Centre.</p> <p>12) It is the only college in Mizoram which offers 4 courses under UGC Community College Scheme. 4 additional courses have also been newly approved by UGC.</p>			
SWOC Analysis				
Strengths	<p>1) The major strength of the college lies in its experienced and fully qualified teaching faculty. Faculty recruitment is done as per UGC Rules which results in the acquisition of very good and qualified teachers. A total of 94 teachers out of 120 have Doctorate Degree.</p> <p>2) Project & Research is also another strength the college possesses. The college has a fully functional <i>Research and Instrumentation Centre, Biotech Hub</i> and <i>Physical Sciences Research Centre</i>. These centers are highly utilized by researchers and scholars and have also been instrumental in organizing various programs to promote research culture.</p> <p>3) The college's strength lies also in the variety of courses that are being offered in UG and PG programmes.</p> <p>4) Green Campus</p> <p>5) Faculty cooperation & dedication</p>			
Weaknesses	<p>1) One of the main weaknesses of the college is in Student's Placement. Due to the geographical location of the college and the courses offered in the college, establishing connections with companies and firms to conduct Campus Interviews /Job Placement is very difficult. However, the college has started a new course in Management which may be the key to unlock this particular weakness.</p> <p>2) Teaching Faculties in Arts section need to focus more on acquiring Project & Research work.</p>			
Opportunities	<p>1) PUC offers academic excellence for students hoping to secure their place in a competitive world through 22 UG Courses and 4 PG courses offered in the college.</p> <p>2) The college provides opportunities for students to acquire NSQF Level 4 Certificates through 8 add-on courses offered through UGC Community College Scheme and other self-financed courses such as Finishing School, Certificate Course in Mizo Culture and Performance, Mushroom Cultivation etc</p>			
Challenges	<p>1) Renovation of old buildings and construction of new academic blocks.</p> <p>2) To achieve higher rank in NIRF.</p> <p>3) To attract students from other states of India and abroad.</p> <p>4) To offer more skill development courses.</p> <p>5) To inculcate more competitive mindset among our students.</p>			

 (Prof. H. LALTHANZARA) Name & Signature of the Principal	 1. (Prof. LALNUNDANGA) Registrar Mizoram University Chairman, Academic & Administrative Audit
	 2. (R. LALLIANZUALA) Jt. Director (QAC-cum-CDO) H&TE, Govt of Mizoram Member, Academic & Administrative Audit
	 3. (LALTANPUIA) Addl. State Project Director Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Member, Academic & Administrative Audit
Note: the format is to be filled by the Principal and submitted to the Academic Audit Team	