

**Meeting Minutes of IQAC
Government Lawngtlai College**

Date: 6th September, 2016 (Tuesday) 1:30 pm

Venue: Principal's Office

Members Present: 8

Mr J.S. Fanchun, Principal presided over the meeting and welcomed the members.

Agenda 1: College Week Regarding

Government Lawngtlai College Week has been proposed to be held on 19th- 23rd September, 2016. The Sports Committee will take charge and shall make necessary arrangement for the smooth conduct of College Week 2016.

Agenda 2: Examination Committee Regarding

The Examination committee has come up with a uniform system for the collection of students' attendance and internal marks to be followed by the college in order to avoid problems in connection with calculating students' attendance and internal marks.

It is proposed that each department submit percentile score of individual students to the Examination Committee Secretary only, within the first week of the month. As for the V semesters, submission of overall percentage of individual student must be followed.

The meeting also recommends the change of the post of secretary, and appoints **Mrs. Vanlalhruaii Chinzah** to be the new secretary for the Examination Committee, Govt. Lawngtlai College.

Agenda 3: Drug Awareness Campaign by Lawngtlai Police Department.

The Police Department, Lawngtlai have requested the college administration for the conduct of Awareness Campaign on Drugs and its Abuse. It is recommended that the Police Department be

allow to conduct the awareness campaign. The time allotted for this programme will be 6th **September, 2016 (1:30pm)**.

Since, the capacity of our hall is unable to accommodate all the students, only V semester and III Semester be given the opportunity to attend the programme, and I semester student will be excused.

Red Ribbon Club will take charge of the programme and make necessary arrangements. All the teachers must attend the following programme.

Agenda 4: Observation of World Suicide Prevention Day

IQAC and Mental Health, Civil Hospital Lawngtlai is jointly organizing a programme based on Suicide, depression and substance abuse on 9th **September, 2016 (1:30 pm)**. IQAC will take charge of the programme. All the teachers must attend the following programme.

Agenda 5: SBI Financial Literacy Campaign

Financial Literacy Campaign will be conducted by the State Bank of India, Lawngtlai Branch on 14th **September, 2016(1:30pm)**. All the teachers and students are to attend the programme.

Economic Department will take charge of the meetings and make necessary arrangement for this programme.

It is recommended that proper sound system be arranged for the following campaign and seminars.

Meeting Adjourn

Sd/-
(T. THANGTHUAMA)
Principal

Enclosed: Attendance Sheet