

**MINUTES OF THE 3<sup>rd</sup> MEETING OF IQAC, ICFAI UNIVERSITY MIZORAM****Date: 13<sup>th</sup> December, 2024 (Friday)****Time: 11:00 am****Venue: Conference Room, ICFAI University Mizoram****Part A - Introduction**

Prof. (Dr.) Bijay Singh, Vice Chancellor, ICFAI University Mizoram chaired the meeting. The Chairman welcomed all the members. Agenda items were shared among the members before the commencement of the meeting.

**Members Present:**

1. Prof. (Dr.) Bijay Singh, Vice Chancellor, ICFAI University Mizoram
2. Dr. Shamim Akhtar, Assistant Professor, Dept of Management, ICFAI University Mizoram
3. Prof. (Dr.) Latha Pillai, Senior Advisor, ICFAI
4. Dr. Joseph Lalremsanga, Principal and Founder, St Stephen Higher Secondary School
5. Dr. Lalthanpuui Sailo, Academic Coordinator, ICFAI University Mizoram
6. Dr. Rodi Lalrammawii Hmar, Controller of Examination, ICFAI University Mizoram
7. Dr. Zothankimi Ralte, Assistant Professor, Dept of Social Work, ICFAI University Mizoram
8. Dr. Gloria Lalchhanhimi, Assistant Professor, Department of Education, ICFAI University Mizoram Member
9. Ms. Vanlalremruati, Alumni (MBA 2022-2024), ICFAI University Mizoram
10. Mr. Joel Lalnunpuia Sailo, Student, MA Political Science, 3rd Sem, ICFAI University Mizoram

**Special Invitee:**

Prof. (Dr.) Latha Pillai, Senior Advisor, ICFAI Group was present as special invitee for the 2<sup>nd</sup> Meeting of Internal Quality Assurance Cell (IQAC), IUM.

**Part B - Meeting Minutes**

The Chairman, Prof. (Dr.) Bijay Singh, welcomed all the members of IQAC and invited Dr. Shamim Akhtar, Director, IQAC, ICFAI University Mizoram to present a report.

**1. Presentation of Reporting Items**

- 1.1 Confirmation of the Last Meeting Minutes:** All members confirmed the minutes of 2<sup>nd</sup> Meeting of IQAC, ICFAI University Mizoram held on the 8<sup>th</sup> August, 2024 at the Conference Hall, ICFAI University
- 1.2 Participation in NIRF India Ranking 2025:** ICFAI University had successfully registered for participation in NIRF India Ranking 2025 in two categories: Overall & Management.
- 1.3 Constitution of team for preparation of NAAC (10 attributes):** A team comprising both faculty members and administrative staff has been constituted to prepare for the new NAAC binary accreditation. Details were shared.

**1.4 Workshop on Quality Culture in Higher Education Organized:** A “One Day Workshop on Quality Culture in Higher Education” was organized by the IQAC at the N J Yasaswy Auditorium on 26<sup>th</sup> November, 2024. Details with photographs were shared.

## **2. Action Taken Report from Last IQAC meeting**

**2.1 Institutional Development Plan (IDP) 2024-2034:** The Institutional Development Plan (IDP) 2024-2034 of ICFAI University Mizoram has been presented and approved by the Academic Council, BOM & BOG.

**2.2 University Research Policy:** The proposed University Research Policy has been presented to BoG after approval from the BoM

**2.3 Collection of Faculty Information Form:** Detail information in a prescribed format about faculty has been collected and recorded at IQAC. Format was shared.

**2.4 Students Placements and Graduation Outcomes** Previous 3 years data on Students Placements and Graduation Outcomes has been collected. Format was shared.

**2.5 Creation of Health Centre:** A University Health Centre facility has been proposed to offer health and wellness facilities for students and staff.

**2.6 Student Information System:** The Student Information System (SIS) has been partially implemented.

**2.7 Feedback:** Student feedback has been collected by Feedback Review Committee for the year 2023-2024 using google form.

**2.8 Infrastructure:** Construction of Assam-type building to create additional classrooms and setting up of two canteens to accommodate more students has been proposed.

## **3. Items Considered**

The tentative date for the next meeting was discussed, and 11<sup>th</sup> or 12<sup>th</sup> March 2025 was proposed and agreed upon by the members. During the meeting, suggestions were invited from the members regarding the preparation for NAAC Binary Accreditation. The key remarks and suggestions put forth by the members are summarized in the following section.

## **4. Remarks and Suggestions from the Members**

**4.1 Prof. (Dr.) Latha Pillai:** Prof. (Dr.) Latha Pillai delivered an in-depth discussion on the upcoming NAAC Binary Accreditation process, also touching upon the NAAC Basic Accreditation. She emphasized the need for thorough preparation by the IQAC, urging them to present a detailed status report on each metric and attribute, identify key challenges, and compile the necessary documentation and evidences. These will be further discussed in the next meeting. She highlighted the importance of maintaining approved and authentic records, particularly the minutes of meetings of statutory bodies such as the Academic Council and Board of Studies. She advised the IQAC to obtain the detailed NAAC questionnaire from the Head Office and collect stakeholder feedback forms through Prof. Ramkrishna Rao. Prof. Pillai clarified that academic data should be reported based on the academic year, financial data on the financial year, and research data on the calendar year. She elaborated on the attribute-wise requirements, including aspects related to faculty resources and infrastructure. She stressed the importance of integrating teaching and course plans with the syllabus and recommended the use of Learning Management Systems (LMS) for disseminating study materials, managing assignments, and evaluating students. Other key areas included strengthening industry-academia linkages, establishing academic grievance redressal mechanisms with supporting

documentation, ensuring adherence to academic calendars, tracking non-teaching days, and timely declaration of results. She also highlighted the importance of extended curricular engagement, including initiatives related to student mental health, value education, sports clubs, and community outreach. In governance and administration, she focused on adherence to the Institutional Development Plan (IDP), the effective functioning of IQAC, internal and external audits, the publication of rules and meeting minutes on the website, employee welfare measures, functioning of statutory and non-statutory cells, and the adoption of e-governance and ERP systems—an area where many ICFAI institutes were noted to be lacking. Regarding student outcomes, she emphasized compiling enrollment data from the past three years and collecting student experience feedback from both current students and alumni. For research and innovation, she stressed the documentation of faculty publications, PhD completions, and patents. In the context of sustainability and green initiatives, Prof. Pillai outlined the need for collaboration with NGOs, water conservation, use of solar energy, green audits, and clean campus initiatives. She particularly emphasized the extended 11<sup>th</sup> attribute, which focuses on the uniqueness and situatedness of each campus. Concluding her address, she stated that the new binary accreditation process will classify institutions as either "Accredited" or "Not Accredited" without any grading, and the detailed framework is expected to be released by the UGC in January

**4.2 Dr. Rodi Lalrammawii Hmar:** Dr. Rodi informed the IQAC that the university had attempted to register for the Academic Bank of Credits (ABC), only to find that it was already registered. In response, Prof. (Dr.) Latha Pillai clarified that if the university is indeed already registered, then students should automatically receive their APAAR ID (Automated Permanent Academic Account Registry). She recommended that the matter be re-verified and, if necessary, the Head Office should be contacted for further clarification and necessary action.

**4.3 Dr. Shamim Akhtar:** Dr. Akhtar pointed out that detailed attribute-wise preparation could not be carried out effectively due to the unavailability of the comprehensive NAAC framework. He emphasized the need for a detailed framework outlining the 10 NAAC attributes to enable better and more focused preparation by the team. In response, the Vice Chancellor requested that the detailed framework be shared with him by either Prof. Latha Pillai or Prof. Ramkrishna Rao, so that he can subsequently circulate it to the respective IQAC teams for further action.

**4.4 Dr. Joseph Lalremsanga:** Dr. Joseph appreciated the ongoing preparation of IQAC. He reiterated that that we will be clear where we are when we have more attribute wise detail. Therefore, responsibilities may be undertaken attribute wise and can be presented next meeting.

**4.5 Prof. (Dr.) Bijay Singh:** Thanks all the members for their valuable suggestions. He assured that the IQAC will undertake detail attribute-wise preparation and the same will be presented in the next meeting.

*Enclosure: Meeting attendance sheet*



**(Dr. Shamim Akhtar)**  
**Director, IQAC**  
**ICFAI University Mizoram**

### Attendance Sheet

3<sup>rd</sup> Meeting of IQAC-IUM (Date: 13-12-2024; Time: 11 am onwards)

Venue: Conference Hall, ICFAI University Mizoram

SN	Name	Position	Signature
1 ✓	<b>Prof. (Dr.) Bijay Singh</b> Vice Chancellor, ICFAI University Mizoram	Chairperson	<i>Bijay Singh</i> 13/12/2024
2 ✓	<b>Dr. Shamim Akhtar</b> Assistant Professor, Dept of Management, ICFAI University Mizoram	Director	<i>Shamim</i> 13/12/2024
3 ✗	<b>Dr. David Lawmzuala</b> Registrar, ICFAI University Mizoram	Member (Administrative)	
4 ✓	<b>Prof. (Dr.) Latha Pillai</b> Senior Advisor, ICFAI	Special Invitee	✓ <i>Attended Online</i>
5 ✗	<b>Prof. T S Rama Krishna Rao</b> Dean, Accreditations, IFHE, Hyderabad	Member (Management)	
6 ✗	<b>Prof. K. Venugopal Rao</b> Vice Chancellor, Himalayan University, Itanagar, Arunachal Pradesh	Member (Employer)	
7 ✗	<b>Prof. Lalbiakdiki Hnamte</b> Dept of Education, MZU	Member (Educationist)	
8 ✗	<b>Prof. Laltuangliana Khiangte</b> Dean & Senior Professor, Dept of Mizo, MZU	Member (Stakeholder)	
9 ✗	<b>Dr. Samuel Lalnunzira Dingliana</b> Chief Operating Officer, Zoram Mega Food Park, Mizoram	Member (Industrialist)	
10 ✓	<b>Dr. Joseph Lalremsanga</b> Principal and Founder, St Stephen Higher Secondary School	Member (Local Society)	<i>Joseph</i> 9436353625
11 ✓	<b>Dr. Lalthanpuui Sailo</b> Academic Coordinator, ICFAI University Mizoram	Member (Teaching)	<i>Lalthanpuui</i>
12 ✓	<b>Dr. Rodi Lalrammawii Hmar</b> Controller of Examination, ICFAI University Mizoram	Member (Administrative)	<i>Rodi</i>
13 ✓	<b>Dr. Zothankimi Ralte</b> Assistant Professor, Dept of Social Work, ICFAI University Mizoram	Member (Teaching)	<i>Zothankimi Ralte</i>
14 ✓	<b>Dr. Gloria Lalchhanhimi</b> Assistant Professor, Department of Education, ICFAI University Mizoram	Member (Teaching)	✓ <i>Attended Online</i>
15	<b>Mr. H. Lalremruatpuia</b> Development Officer, ICFAI University Mizoram	Member (Administrative)	??
16 ✓	<b>Ms. Vanlalremruati</b> Alumni (MBA 2022-2024), ICFAI University Mizoram	Member (Alumni)	<i>Vanlalremruati</i>
17 ✓	<b>Mr. Joel Lalnunpuia Sailo</b> Student, MA Political Science, 3 <sup>rd</sup> Sem, ICFAI University Mizoram	Member (Student)	<i>Attended Online</i>