



**INSTITUTE OF ADVANCED STUDIES IN EDUCATION  
AIZAWL : : MIZORAM**

[www.iasemz.net](http://www.iasemz.net) email: [principal.iasemz@gmail.com](mailto:principal.iasemz@gmail.com) Mb. No. 8794002542 Fax: 0389-2310565 PB.No.46

**MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING  
AND ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDIES IN  
EDUCATION**

**Time: 5<sup>th</sup> December,2020 @1:00 pm**

**Place: IASE Conference Hall**

**MEMBERS PRESENT:**

Prof. Vanlalhruii, Principal.  
Prof. Lallianzuali Fanai  
Dr.Lalchawimawii Ngente  
Ms. Esther Lalringheti  
Ms.Lalmawipuii Chawngthu  
Mr. Benjamin Lalmuanawma Fanai  
Class representatives of B.Ed and M.Ed Programmes.

A meeting of the Internal Quality Assurance Cell was convened on **5<sup>th</sup> December,2020** at 1:00 P.M in IASE Conference Hall. The meeting was chaired by the Chairman of IQAC Cell. Review of the action taken for the previous meeting was taken up. Matters related to the upcoming programme to be carried under the cell and AQAR were discussed.

**REVIEW AND ACTION TAKEN REPORT**

It was reported by Prof. Lallianzuali Fanai, the coordinator of IQAC that details of the work load for filling AQAR among the faculty members have been worked out by the Co-ordinator and the Assistant Coordinator of IQAC and is further distributed among the various faculty in-charge to complete their respective tasks as soon as possible.

**ACTION PLAN**

1. To obtain necessary documents required for IIQA.

2. In pursuance of the Faculty meeting on 3<sup>rd</sup> December,2020, it was decided that the prescribed format required in filling up of some criterions in IIQA be looked up and if not available, a new format be made to meet the requirements of the IIQA criterion.

3. The IQAC, along with the Documentation Cell is to take up necessary action in obtaining necessary documentary proofs of different activities undertaken by the Institute which are supposed to be used as references in the upcoming NAAC inspection.

Recording Secretary



(Dr. LALCHAWIMAWII NGENTE)  
Assistant Coordinator



(Prof. VANLALHRUAII)  
Chairman