



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Sikkim Government College, Namchi
• Name of the Head of the institution		Dr. Deepak Tewari
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03595263544
• Mobile No:		7047848622
• Registered e-mail		namchigovtcollege@gmail.com
• Alternate e-mail		iqacnamchi@gmail.com
• Address		Upper Kamrang, Namchi South Sikkim
• City/Town		Namchi
• State/UT		Sikkim
• Pin Code		737126
2.Institutional status		
• Affiliated / Constitution Colleges		
• Type of Institution		Co-education
• Location		Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Sikkim Central University				
• Name of the IQAC Coordinator	Dr. Bishnu K Sharma				
• Phone No.	8145559096				
• Alternate phone No.	8145559096				
• Mobile	8145559096				
• IQAC e-mail address	iqacnamchi@gmail.com				
• Alternate e-mail address	fernofsikkim@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://sgcnamchi.com/wp-content/uploads/2022/06/AQAR-NGC-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://sgcnamchi.com/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.16	2019	05/03/2019	05/03/2024
6.Date of Establishment of IQAC			04/02/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
8.Whether composition of IQAC as per latest NAAC guidelines			No		
• Upload latest notification of formation of IQAC			No File Uploaded		

9.No. of IQAC meetings held during the year	3	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Departments conduct online webinar and program for students. 2. Online class for all streams i.e. 2020 and 2021 session due to COVID-19 3. To conduct students satisfactory survey. 4. To conduct students feedback report for all semester during the 2020-2021 session.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
To organized webinar for students	Students have actively participants for the webinar	
To create Post Graduate courses in Geography, Education and Commerce.	Post Graduate courses in the three mentioned Arts and Commerce subjects were introduced.	
To initiate a system that would facilitate smooth online classes/examination/evaluation	Due to COVID 19 protocol, Classes, examination and evaluation was conducted in the online mode.	
To conduct awareness programmes on biodiversity conservation .	One day awareness program was held on biodiversity conservation.	
13.Whether the AQAR was placed before	Yes	

statutory body?	
Name of the statutory body	
Name	Date of meeting(s)
College Management Committee	21/10/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	05/03/2020
15. Multidisciplinary / interdisciplinary	
Sikkim government college Namchi is a coed college which offers B.A., B. Com, B.Sc. programs along with 03 PG courses. The four prominent languages Nepali, Bhutia, Lepcha and Limboo courses are also taught in the college. PG courses includes M.A. Education, M.A./M.Sc. Geography and M.Com. As the college is affiliated to Sikkim University(SU), the college follows the academic curriculum prescribed by the University. As the University is planning to implement NEP 2020 from the academic year 2022-23, the college looks forward to implementing the necessary curriculum for the holistic development of the students.	
16. Academic bank of credits (ABC):	
With the implementation of NEP 2020 in the college it is mandatory for students to register under the Academic Bank of Credits(ABC) from year 2022. This will enable the student mobility across higher educational institutions in India and will also facilitate a seamless integration of skills and experiences into the Credit Based System.	
17. Skill development:	
With the changing needs in the work force, academic institutions are required to train and equip students with the current needs of job markets, thereby making skill development an inseparable component of education in the 21st century. In order, to make the students eligible for job market and build their core competencies to face real life challenges they must have adequate knowledge, skills and abilities both functionally and professionally. The college regularly organizes skill development programs, workshops, talks, interactive sessions, movie screening etc. The college offers free	

computer courses provided by the Education Department (Government of Sikkim) through Medhavi Skill University.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college promotes the use of Indian language, culture and value system. Bilingual mode of class room teaching and other activities are followed by the college. As Nepali language is one of the prominent language of Sikkim, the college annually organizes Bhasha Diwash, Bhanu Jayanti, Sahityik Vet-Ghat etc. Students are also encouraged to participate and represent the college in the events of such nature that enhance integration of Indian Knowledge System organized by other academic institutions.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

As the college is affiliated to Sikkim University, the University offers ample of outcome based education based on the curriculum designed by the University. Therefore, college envisages to follow the same structure as laid by the University.

20.Distance education/online education:

The college is bestowed with IGNOU Office which was established in the year 2001. IGNOU offers various distance courses and conducts examination twice a year. During the pandemic, the classes were conducted through online mode via google meet, zoom etc. The lecture notes were provided through WhatsApp. The student of Physics Department uploaded their assignments in a video format in YouTube which allowed the students to augment their social media knowledge as well. Therefore, online education forms a small but a significant part of the teaching method in the college.

Extended Profile

1.Programme

1.1 22

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 3011

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **0**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **791**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **102**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **102**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	22
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3011
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	0
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	791
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	102
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	102
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	365000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	73
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curriculum Delivery: Since the college is affiliated to Sikkim University, the syllabus provided by the university is followed. At the beginning of each semester a Master Routine is prepared by the Examination cell for smooth management of UG and PG classes. This master routine provides road map for departmental routine mentioning time slots for each semester students. Teachers are allocated papers based on their specialization in the subject and their experience. Till third semester students have to study three papers. Since the college does not offer general courses, students enter the honors course on completion of third semester. The UG course is divided into six semesters, a student needs to study nine papers during three years bachelor degree course. The Principal strictly monitors the execution of the teaching and learning process on the basis of Master Routine and Departmental Routine.

Documentation: The college conducts two internal examinations of

25 marks each and the university conducts one final End-Term Examination of 50 marks. Internal assessments consist of internal tests, presentations, projects, practical, and assignments to evaluate students' performance. The whole process of internal tests is monitored by college examination committee headed by Vice-Principal. The internal marks obtained by the students is uploaded and submitted to the University. A minimum of 75% attendance in every paper is compulsory for students to sit in the final exam.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Based on the Sikkim University calendar, IQAC prepares the college academic calendar before the beginning of academic session.

The academic calendar reflects the following college related activities:

- Commencement of Academic session.
- Schedule for Internal Examinations and tentative schedule for End-Term Examination.
- Activities like seminars, workshops, college foundation day celebration, etc.
- Commemorative events, holidays and summer/winter break.
- Extra-curricular activities like NSS activities, NCC activities and Blood Donation camp.
- Co-curricular activities like Field Visit/Field Trip.
- College admission and orientation programme for freshers.

All the internal marks secured by students in the internal examinations are displayed on the notice board of respective departments. For continuous internal Evaluation (CIE) process the college strictly adheres to the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://sgcnamchi.com/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

05

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The institution has been catering to cross cutting issues with its noble motto "Sa Vidya Ya Vimuktaye" is a Sanskrit verse meaning "to free people from all kinds of bondage- social, religious, political, of caste and communalism through education." IQAC and other Committees are active to address these issues. The university UG Program³² comprises compulsory papers like Environmental Studies (EVS) and Eastern Himalayas (EHS). The EVS Paper teaches students about various issues related to the environment and its significance. Since, Sikkim is a part of Eastern Himalayan Region, the EHS teaches students about the region with respect to geographic, political and economic aspects of the region thereby making EHS unique subject. Apart from two compulsory languages (English and Nepali), three regional

languages namely Lepcha, Bhutia and Limboo have also been incorporated in the University curricula since 2008, keeping in mind their growth and significance in a local context and diversification of subjects.

The Gender sensitization Unit of College addresses issues relevant to gender. The NSS and NCC are active in implementation of environment sustainability by activities like tree plantation, Swachh Bharat Campaign and cleanliness drive. The Red Ribbon Club organizes blood donation camp periodically. Due to COVID-19 pandemic less activities have been carried out in 2020-2021.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

07

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

217

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://sgcnamchi.com/wp-content/uploads/2022/07/Student-feedback-2020-21_012728.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1010

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2812

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Sikkim Government College Namchi is very careful not to create a psychological division among the students by categorising them and labelling them as a particular type of learner. However, the teachers closely observe the learning style of the learners and cater the differential needs of the students. The strategies like subject wise project works and assignments, extended library use, peer teaching, are carefully planned and monitored to help the high achiever students. The teaching faculties are compulsorily asked to guide a group of students from each semester. For the slow learners, compensatory teaching, remedial teaching, peer tutoring, are emphasised. They are also encouraged to spend more time on reading in libraries outside the class hours. The students are also provided additional learning opportunities through online sources like Youtube, Whatsapp, etc.

Teachers provide guidance and encourage the students to develop all the development of life skills and the different qualities associated with it. The college also has a career guidance cell, wherein the faculty members of the college provide necessary guidance and information to the students in shaping the future

career. The team also tracks the employment trends and ensure quality advice to the students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3011	102

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institute practices a teaching methodology which focuses on imparting education through a student centric approach. Emphasising on the principle of individual difference, the institution believes that each student varies in their ability to comprehend and grasp the content. The teacher facilitates learning through different strategies allowing each student to comprehend at their personal level. The classroom environment is kept conducive to make learners feel free share their ideas and form a healthy discussion. To enhance practical utility of the various courses, especially under science and commerce faculties, students are encouraged and guided to undertake projects to gain experience. Each student is provided adequate opportunity to get hands on experience on laboratory based subjects. Lectures, group discussions, seminars, field visits, lab facilities, induction programs are used by various departments to enhance the different skills among the learners. Guest lectures are also organised by different departments. The institution also believes in the adoption of student centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Role Plays, Team works, Debates, Seminar Quizzes and case studies are also emphasised in the college. The college has arrangement of two internal examinations as in each semester. The

strengths and weakness of the students are accessed through diagnostic testing in the form of the tests and the remedial classes are provided for the slow learners. The participation on NSS, NCC and the other activities as well.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In addition to the traditional chalk and talk method of Teaching, the faculties of Sikkim Government College Namchi also focus on IT enabled teaching and learning strategies. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The projectors, projection screen and tables have been provided to all the departments and all the faculties use the power point presentation along with the lecture. The orientation regarding the use of the online platforms of teaching have also been provided to the faculties during the lockdown so the faculties also conduct Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom. The teachers also use variety of online resources from NPTEL, Coursera, youtube links, Simulation tools, Virtual labs, online assessment tools like mentimeter - Quizz.com, and various Cloud portals. The department also conducts various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. with the help of various Information Communication tools. Various departments of the college also use software like SPSS for the data analysis during their dissertation and projects. Watsapp group used as platforms to communicate, make announcements, address queries, and share information. Faculties have always been encouraged to attend short term Courses, refreshers, orientations and workshops online.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://youtube.com/channel/UC7lQWBnd5zIDnZCjGgN6VKghttps://youtube.com/channel/UCZQCbPagk7M9d23SuIR7tuAhttps://youtube.com/channel/UCNa0cafuc-k4pISM-G3HJPQ

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

102

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

102

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

37

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

50

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

1. In a particular semester, a student has to undergo two internal tests (sessional -A and Sessional-B) of 25 marks each and one External Exam i.e., End Term Exam for 50 marks conducted by the affiliating university.

2. Internal assessment is also done on the basis of term paper/assessment in their honors and elective papers both, for which they have to submit hard copy and they also give the presentation of the same which provides the students opportunity to improve their communication skills.

3. Students those who fail to appear for their internal test of certain inevitable circumstances are given second chance.

3. Remedial and revision classes are conducted by the concerned teacher to provide support to the students who needs extra support

to cop up with the curriculum as and when required.

4. For maintaining the transparency internal test papers are shown to the students so that they get the opportunity to analyse their performance.

5. Discussion on the test papers are organized so that the students have the opportunity to clarify their doubts.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

1. At the college level, Examination cell are given the responsibility regarding all assessment and evaluation related issues both internal and external exam following the guidelines issued by affiliating university. Examination cell are comprising of Vice-Principal as convener and other selected comprising of both teaching and non-teaching staffs as members of the examination committee.
2. Grievance Redressal Mechanism is also practiced by the examination cell for the dealing with the assessment related issues of the students. All students are given opportunity to place their grievances to the cell. Genuine grievances of the students are considered and try to fix it with meeting chaired by the convener of examination in the presence of head of the institution and Dean of student affairs considering the guidelines of the affiliating university.
3. For making assessment and evaluation effective and time-bound at the college level, schedule for every examination to be conducted Examination cell issues schedule for conducting the examination and submission of the marks considering the guidelines issued by the affiliating university.
4. All the examination related notices of both internal and external examination are timely circulated by Examination Cell of the college, as well as the Dean of Student's Affairs to all the teachers and the students.
5. Examination cell of the collage try to provide every possible help to the teachers and the students to maintain is transparent, time- bound and efficient assessment and

evaluation.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college follows the curriculum designed by the affiliating university, the university provides the programmes/course outcomes in the form of both softcopy and hardcopy. However, for designing of the curriculum at the university level representatives from the collage are selected from the concerned course where they get the opportunity to place the feedback and also get the opportunity to be aware of the course outcomes.

A centralised induction programme is also organised by the Dean of Students' Affairs to make the new students aware of the rules and regulations of the college, disciplinary matters as well as the programmes and course outcomes that are offered by the college.

Which is followed by departmental induction programme where newly admitted students are given orienting on the rules and regulation and the course outcomes by the faculties of the concerned department. Further, as and when required the students are provide counselling by the concerned faculties during the classes.

Further, freshly appointed teaching staff in different department are also provided orientation regarding different aspects of their respective department which also includes orientation of the outcomes of their concerned course.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course outcomes are measured through completion of syllabus, continuous evaluation (two internal evaluation i.e., Sessional A and Sessional B and end-term/external examination) and result. The course outcomes are evaluated by the institution with the help of written test, assignment, term papers/fieldwork/internship and presentation and end-term examination performance of the students.

Internal examination performance is taken very seriously by the concerned teachers if required remedial or extra classes are organized to provide extra support to the needy students.

As per the guideline of the affiliated university securing 70 per cent attendance is mandatory for all the students in order to qualify for the end-term examination.

The above mentioned mechanism is followed by the institution to evaluate the achievement of the course outcome. Every department designs their curriculum and other activities on the basis of the programme/course outcome in mind. Academic performance and other achievements of the students are taken as the benchmark and every department try to maintain the quality teaching-learning processes. The records of the activities of the respective department are submitted to the IQAC at the end of every academic year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

791

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://sgcnamchi.com/wp-content/uploads/2022/07/ANNUAL-Report-SGCNamchi-2021-22.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://sgcnamchi.com/wp-content/uploads/2022/07/SSS-Report-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

21

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Due to covid 19 protocol imposed by the state government there is no any extenrtion activities carriedout during this session.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Sikkim Government College, Namchi spreads across 31 acres of land with an adequate infrastructure and physical facilities. The college has 19 Under-graduate departments and 3 Post-graduate departments with adequate classrooms and infrastructure. The campus includes multipurpose hall, GIS laboratory, Science laboratories, Library, Football ground, Volleyball ground, Smart classroom, Computer laboratory, Classrooms which are most

essential for teaching & learning. The Campus also caters wi-fi facility system in the main building. The availability of smart-class rooms and well equipped labs with latest technologies helps very much to escalate the contemporary teaching-learning practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Sikkim Government College, Namchi has dedicated students who actively participate in large number of co-curricular activities like cultural activities, games and sports. The students of National Cadet Corps (NCC) regularly organizes Yoga for all students and staffs periodically. The College auditorium is used for organizing and conducting various national and international seminars, motivational talks, career counseling, inter & intra departmental activities, College fest, etc. The campus has a large multipurpose ground which is used for various outdoor games such as football, cricket, etc. also a volleyball-court is present before the entrance of the main building.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

40

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgcnamchi.com/home-page/college-profile/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3597600

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Sikkim Government College, Namchi has a central library located in the main building which is easily accessible by the students and staffs. The library embarks a volume of 11,000 books with more than 4000 titles. The library is partially automated using Integrated Library Management System (ILMS) through SOUL version 2 library management software. Register for visiting staffs and students are duly maintained at the library on daily basis. CCTV facility has been installed at the library for strict monitoring and surveillance. The books are issued from the library and can be borrowed for 15 days. The library has access to over one thousand reference books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://sgcnamchi.com/library/about-the-library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

267677.72

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

154

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has adequate numbers of computers in computer lab, all the departments, admin block, labs etc. The technical department of the college is always helpful in the installation and maintenance of the computers all over the campus. College also has LAN facility and Wi-Fi Facility with the bandwidth of internet connection of about 50 MBPS. There are technical persons who are in sync with the performance and health of the internet connections. SGC, Namchi has two computer Labs with technically sound IT Teachers. All the computers, Smart classes, cables and hardware are regularly checked, maintained and upgraded as and when required.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

93

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

39328

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Sikkim Government College, Namchi has competent authorities who maintains all the classroom, library, laboratories, computers, etc. The cleanliness and upkeep of all the surrounding campus are maintained on regular intervals by sanitation and gardening departments. Safaikarmacharis are employed in every department who ensures cleanliness and hygiene of classrooms, halls, washrooms/toilets. The laboratories, libraries, playgrounds, medical rooms, etc. are looked upon by competent and concerned authorities who follow standard protocol of maintenance of equipments. Since the pandemic, all Covid-19 protocols and sanitization are carried out in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

734

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2655

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	http://sgcnamchi.com/student/national-cadet-corpsncc/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

95

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

95

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

210

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

210

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations

(eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

CO-CURRICULAR ACTIVITIES (2020-21)

June

On 21st June 2021, the 4 Sikkim NCC Battalions cadets of Sikkim Government College, Namchi under the supervision of Dr. Bikash Sharma performed "Yoga Asana".

July

Nature Club and NSS volunteers of SGC, Namchi took plantation drive under the theme, "A Day for Mother Earth."

August

On 28th August 2021, the 4 Sikkim NCC Battalions cadets of Sikkim Government College, Namchi organised "Fit India Run".

September

On 8th September 2021, the Department of Economics, SGC, Namchi under the headship of Ms. Shanti Tamang, organised One-Day Webinar in collaboration with National Centre for Financial

October

On 29th October 2021, the 4 Sikkim NCC Battalions cadets of Sikkim Government College, Namchi, organised cleanliness drive under the theme,

"Clean India Campaign".

November

On 26th November 2021, the Department of Political Science, SGC, Namchi under the headship of Dr. Panu Ongri Pazo, organised talk on Constitution Day on the theme, "Important Aspects of the Indian Constitution and its Relevance in the Present Indian Scenario".

December

On 8th December 2021, the Department of Political Science and Sociology, SGC, Namchi organized One-Day Seminar on the theme, "Negotiating Between 'History' and 'Nation' in Eastern Himalayas Moving Towards a Himalayan History."

File Description	Documents
Paste link for additional information	http://sgcnamchi.com/reports-downloads/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

50

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Registration of Alumni Association is under process, though the institution has Alumni Association. Due to COVID-19 the Alumni Association was non functional in the year 2020-2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

MISSION:

- The institution was established with a mission to provide an easy accessibility to higher education to the students beyond the bondages of the society.
- To provide the necessary facilities to allow the students to showcase their individuality, to tend to their needs for their academic and extra-curricular growth.
- To inculcate the qualities of moral, ethical, cultural values and to foster scientific temperament in the young minds.

The vision of our institute stands simple ie., to provide a holistic development to each and every student.

As for the governance of the institution, it remains harmonious with the vision and mission of the institution. To attain that, the governance is arranged and managed accordingly. The institution is headed by the Principal and supported by the Vice-Principal, Dean of student affairs, Teaching, Non-teaching staff, IQAC, members of various committees, Student union. The Principal monitors the overall academic and administrative processes. The Vice-Principal, also the Examination Convenor monitors the conduct of examinations. There are many committees to help for the holistic development of the students like NSS, NCC, Literary committee, Gender Sensitization unit, Career Counselling Unit, sports committee, Cultural committee etc. CMC and PMU are also present.

File Description	Documents
Paste link for additional information	http://sgcnamchi.com/about-sgc-namchi/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institute has a well-established decentralized system for the proper management of the college. The college being a government institution follows the general rules and regulations regarding the academic and administrative processes set up by the Education Department. The administrative section head along with supporting staff help the Principal in the administrative processes. The CMC plays a significant role in the decision-making process of the

college. Forbye, the PMU is an integral part of the college. It monitors the various projects undertaken by RUSA and its financial implications.

Meanwhile, the departments are headed by the HODs. They have an important role in conducting the various activities of their respective departments. The minor decisions for the smooth sailing of the departments are taken by the HODs in consultation with the faculties of the department.

There are various committees entrusted with certain powers to carry out the proper conduct in the institution and organize various activities to help the students in different aspects.

All the committees work hand-in-hand to allow the smooth functioning of the college in a decentralized way. This method of working has embraced the contribution of each and every member who is a part of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students: The process of admission of students is supervised by the Dean of Student Affairs.

Curriculum Development: College is affiliated to Sikkim University, therefore it follows the curriculum prescribed by the affiliating University. However, the faculties of the college have been members of the Board of Studies and Syllabus review committee thereby contributing to the development of the curriculum.

Teaching and Learning: Regular practical classes are held for the lab-based subjects. The college/ respective departments organises regular workshops, seminars and lectures in addition to the compulsory syllabus.

Examination and Evaluation: The process of examination and evaluation is in accordance with the affiliating university. It follows a semester-based evaluation system. Each paper is of 100

marks per semester. 50 marks is evaluated internally in the form of two sessional examinations namely Mid-term examination and second sessional, each of 25 marks.

Research and Development: Many faculty members are pursuing doctoral programmes and are actively involved in research and publications. There is an active research cell in the college which organises various seminars and workshops.

Library, ICT and physical infrastructure/ Instrumentation: The college building is three-storeyed with the facility of a ramp as well. There are adequate number of honours classrooms, halls for general classes, laboratories for practical based subjects, library, computer lab, common room for boys and girls, washrooms for faculties and students.

Human Resource Management: The college is a government institution and therefore all the decisions relating to human resource is taken by Human Resource Development Department, Govt. of Sikkim.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Administration : The entire administrative processes is looked after by the Principal, administrative officer ie., the OS with the support of the other administrative staff. Any kind of information is circulated through the whatsapp group of teaching and non-teaching staff. The information/ data is also uploaded on the college website.

Appointment and service rules : The college is a government institute therefore all the staff (teaching and non-teaching) are recruited by the state recruiting body SPSC (Sikkim Public Service Committee). The service rules are as per the UGC norms. As for the academic rules and regulations, the college follows the norms set up by the affiliating university, Sikkim University.

File Description	Documents
Paste link for additional information	https://spsc.sikkim.gov.in/
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

To empower the faculties of the college, various initiatives are present. Being a government institute, there is a proper medical reimbursement facilities which can be availed by both the teaching and non-teaching staff. Medical leave can also be availed on the presentation of requisite documents by both the teaching and non-teaching staff. Maternity and paternity leave can also be availed. The employees are entitled to government pension on retirement.

For the development of the faculties, they can also avail study leave to pursue their PhD, Post-doctoral programmes and as well as to attend FDP, OP, RC, workshops, seminars and any short-term courses.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

34

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Sikkim Government College, Namchi under the Education department, Govt. of Sikkim follow the UGC regulations for the recruitment of Assistant Professors. SPSC is the recruiting body for the selection and appointment of the Assistant Professors in all the

colleges of the state. The faculties appointed on regular basis have to submit Annual Performance Index (API) to the college from where it is forwarded to Education Department, Govt. of Sikkim. The objective of the submission of API is to evaluate the progress of the faculties, also it allows to identify the potential aspects for improvement that can lead to further progress and growth of the employee. Faculties on Ad-hoc basis have to submit a Performance report annually to evaluate their progress.

The non-teaching staff are also assessed annually through the submission of Performance Report provided by the administrative head.

Student feedback on the performance of the teachers is also received annually which allows for further improvement and development of various teaching methods.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The main source of the budget of the college is Education Department, Govt. of Sikkim. For the internal audit, the Government of Sikkim appoints an internal auditor who along with the Principal of the college checks the utilization of the funds that has been allocated and submit the report to the government.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Due to the COVID-19 pandemic and closure of the institution, the institution did not receive as much funds and therefore there was no usage of funds in any kind of development. In the past, the funds received have been utilised in minor infrastructural development cum renovation projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell of our college is the main supervising body in terms of policy-making for the upgradation of the college in terms of infrastructure and education. To fulfil the needs and demands of the student and faculties, IQAC conducts feedbacks to corner the gaps and identify the scope for improvement. IQAC assesses and suggests the parameters for quality education. IQAC prepares and puts forward the Annual Quality Assurance Report (AQAR) and Self-Study Reports (SSR) for approval by the concerned institutes and the government statutory authorities.

To maintain and upgrade the standard of a higher education institutes, since its inception IQAC conducts the following

activities on a regular basis:

- Conduct satisfactory survey among the students
- Provide inputs for better teaching-learning method based on student feedback
- Provide necessary inputs for the efficient resource utilization for the benefit of students and teachers

File Description	Documents
Paste link for additional information	http://sgcnamchi.com/wp-content/uploads/2022/07/SSS-Report-2020-2021.pdf
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The teaching-learning process is one of the prime focus of IQAC. It is made sure at the commencement of the semester that the newly admitted students are aware of the programme they have enrolled in, the examination pattern, the attendance requirements etc. An academic calendar is prepared at the beginning of the year. The calendar bear information regarding the examination, vacation, programmes to be organized in the coming academic year.

An induction program is organized for the newly admitted students where the Dean of Student Affairs induct them on the basic information regarding the rules and regulations of the college, examination and attendance. The introduction of teachers also take place on the induction program. Departmental induction also takes place where the students are apprised of the syllabus, time table, attendance requirements etc.

Student feedback is a must to assess the teaching-learning process which is conducted by IQAC. The feedback received is analysed and critically considered wherein new methods to be adopted are discussed and put forward.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://sgcnamchi.com/accreditation-ranking/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The key elements of programme comprised of spreading general legal awareness for the uneducated women, children and other vulnerable sections of the society. The Domestic Violence Act, 2005, was discussed much in detail along with legal provisions concerning sexual harassment of women under the Sexual Harassment of Women at Workplace Act 2013, POCSO Act, and other relevant legal provisions for the safety and protection of Women and Child in both the domestic and non-domestic environment. The programme enlightened the house which comprised of teaching, non-teaching staffs of the college, students and the participants from neighbouring areas on

the various acts, laws, provisions as constitutional measures for the protection of rights of women & children.

Once in every four months in a year, the Gender Sensitization Unit will conduct programmes, workshops, field survey and awareness campaigns in the college and the society at large.

The college has an active Gender Sensitization Unit comprising of Principal, Vice – Principal and senior faculties of the college. In case of any complaints, the matter is dealt in a proper manner where evidences, witnesses and other reliable sources are properly scrutinized so that the complainant and the accused are authenticated before any disciplinary measure is taken. The college has collaborated with doctors of the district hospital and lawyers from the District and Sessions courts to help and provide proper professional counselling and related assistance. The college has designated common rooms for boys and girls students.

File Description	Documents
Annual gender sensitization action plan	http://sgcnamchi.com/digital-innovation-and-technology-for-gender-equality/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://sgcnamchi.com/wp-content/uploads/2023/09/7.1.1-2021-22.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The solid waste generated is mostly papers answer sheets, disposable plastics and old, broken furniture and non-reusable e-waste. Dry and wet waste is segregated in separate bins and the garbage is cleared every morning of the week. Kitchen waste is processed in a compost-pits outside the hostels. Weeds, leaves and other garden waste are deposited in organic compost pits located in the backside of the academic building. Liquid waste generated from washrooms, kitchen, laundry etc. are reused for draining purposes or clearing clogged passages. 2 rain water harvesting pits with a capacity of 50,000 litres are extremely useful for use in toilets and during the lean months. Other forms of waste are collected in the garbage disposal bins located at various corners of the college premises where it easily visible to all. Biomedical waste and lubricating oil and other bio-hazard waste from the laboratories are collected separately and handed to the municipal garbage staffs. The municipal garbage collection truck comes twice a week to collect the wastes for proper disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

- 1.Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways
- 4.Ban on use of Plastic
- 5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The motto of the College, 'Sa Vidya Ya Vimuktaye,' taken from the Vishnu Puran forms the guiding vision of the college. This vision ceaselessly inspires the college to dedicate itself towards liberating minds of people from all kinds of bondages - social, religious, political, of gender, of convention and superstition, of caste and communalism through education. We consolidate on building vibrant, capable and morally grounded generations by empowering their minds with requisite capabilities of skills and moral education preparing them to be intellectually competent, kind at heart, and willing to positively contribute towards nation building.

The college aims at imparting quality and time relevant education to the students. For actualizing this we endeavor to:

- discover and nurture the intellectual and social potentials of students.
- help the students imbibe the essence of high standard knowledge, constructive skills, and encourage
- healthy competition
- cultivate the spirit of innovation, creativity, and all round development that helps creation of individuals
- with high standards of integrity, and a sense of responsibility towards nation building
- provide ample and relevant opportunities which help them mould their personalities
- develop a favorable rapport between the students and teachers thereby encouraging ideal teaching-

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Constitution Day which was on 26th November 2021. The objective of the programme was to enlighten the students on the topic, 'Important Aspects of the Indian Constitution and its Relevance in the Present Indian Scenario'. This event was organized as part of Azadi Ka Amrit Mahotsav, 2021. The programme was conducted by the Department of Political Science at the college auditorium. Students from the Political Science Department and other social sciences discipline were present along with the teaching faculties of various departments. A short welcome speech and introduction was given by the Head of Department, Dr. Panu O. Pazo. He shed light on the role of the constitution in a functioning democracy and its importance in India's overall governance. The keynote speaker, who was also the Chief Guest for the programme, Advocate Kumar Nepal spoke on different aspects of the constitutional law and its implications in the society. He covered topics of various Fundamental Rights and Directive Principles of State Policy, different writs and its usages, the types of offences based on mistake of fact and mistake of law. He also spoke on the articles dealing with the amendment of the constitution and the role of legal bodies in workplaces. He discussed the hierarchy of the judicial system and different tribunals and their jurisdiction. The talk ended with an interactive session where students posed several questions before the speaker.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts **A. All of the above**

periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Earth Day

April 22

World Environment Day

June 5

International Day of Yoga

June 21

National Science Day

February 28

World Entrepreneurs Day

Aug 21

College Foundation Day Aug 18

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1:

For more than 2 decades, Sikkim Government College, Namchi has catered to more of female students in comparison to male students. In 2022, the total number of girls in comparison to boys was 1749 to 1551. The institution has been a beacon of light for the education of the girl child not only within the home district but also to the neighbouring district of Geyzing and the neighbouring districts of Darjeeling and Kalimpong in West Bengal. The college has

Best Practice 2:

The college has more than 40 percent of campus covered in greenery and natural landscape. A government employed gardener is employed to look after the upkeep of the natural surroundings of the campus. Over 500 different types of trees have been planted, which are fruit and non-fruit bearing. An In-house nursery is maintained by the Department of Botany and during the early monsoon months plantation drives are conducted. The college has purchased sprinklers which are used by the gardener for watering the plants and the wastewater from the water harvesting units is used for horticulture purpose. Plant markers are also used for trees and other plants to identify variety and species information.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sikkim Government College, Namchi is a government funded and managed educational institution. The Department of Education is responsible for the overall management of the college. Under the Department, RUSA is the funding agency for the maintenance and upkeep of the institution. The other agency such as the NAAC regularly monitors the standards and performance of the higher institution. The college caters to educating the poorest sections of the society as there is no fees for students who possess Sikkim domicile documents and whose forefathers belong to Sikkim. These students do not have to pay any tuition fees and are provided free education from the 1st year to their third year of their graduation degree. For outstation students who come from other states such as West Bengal, Bihar, UP and Arunachal Pradesh, Manipur, and neighbouring countries of Bhutan and Nepal are charged with minimal fees. This is done primarily to provide education to those sections who otherwise would not be able to afford such expenditures.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curriculum Delivery: Since the college is affiliated to Sikkim University, the syllabus provided by the university is followed. At the beginning of each semester a Master Routine is prepared by the Examination cell for smooth management of UG and PG classes. This master routine provides road map for departmental routine mentioning time slots for each semester students. Teachers are allocated papers based on their specialization in the subject and their experience. Till third semester students have to study three papers. Since the college does not offer general courses, students enter the honors course on completion of third semester. The UG course is divided into six semesters, a student needs to study nine papers during three years bachelor degree course. The Principal strictly monitors the execution of the teaching and learning process on the basis of Master Routine and Departmental Routine.

Documentation: The college conducts two internal examinations of 25 marks each and the university conducts one final End-Term Examination of 50 marks. Internal assessments consist of internal tests, presentations, projects, practical, and assignments to evaluate students' performance. The whole process of internal tests is monitored by college examination committee headed by Vice-Principal. The internal marks obtained by the students is uploaded and submitted to the University. A minimum of 75% attendance in every paper is compulsory for students to sit in the final exam.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

Based on the Sikkim University calendar, IQAC prepares the college academic calendar before the beginning of academic session.

The academic calendar reflects the following college related activities:

- Commencement of Academic session.
- Schedule for Internal Examinations and tentative schedule for End-Term Examination.
- Activities like seminars, workshops, college foundation day celebration, etc.
- Commemorative events, holidays and summer/winter break.
- Extra-curricular activities like NSS activities, NCC activities and Blood Donation camp.
- Co-curricular activities like Field Visit/Field Trip.
- College admission and orientation programme for freshers.

All the internal marks secured by students in the internal examinations are displayed on the notice board of respective departments. For continuous internal Evaluation (CIE) process the college strictly adheres to the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://sgcnamchi.com/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

05

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution has been catering to cross cutting issues with its noble motto "Sa Vidya Ya Vimuktaye" is a Sanskrit verse meaning "to free people from all kinds of bondage- social, religious, political, of caste and communalism through education." IQAC and other Committees are active to address these issues. The university UG Program³² comprises compulsory papers like Environmental Studies (EVS) and Eastern Himalayas (EHS). The EVS Paper teaches students about various issues related to the environment and its significance. Since, Sikkim is a part of Eastern Himalayan Region, the EHS teaches students about the region with respect to geographic, political and economic aspects of the region thereby making EHS unique subject. Apart from two compulsory languages (English and Nepali), three regional languages namely Lepcha, Bhutia and Limboo have also been incorporated in the University curricula since 2008, keeping in mind their growth and significance in a local context and diversification of subjects.

The Gender sensitization Unit of College addresses issues relevant to gender. The NSS and NCC are active in implementation of environment sustainability by activities like tree plantation, Swachh Bharat Campaign and cleanliness drive. The Red Ribbon Club organizes blood donation camp periodically. Due to COVID-19 pandemic less activities have been carried out in 2020-2021.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

07

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

217

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://sgcnamchi.com/wp-content/uploads/2022/07/Student-feedback-2020-21_012728.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
1010	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2812

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Sikkim Government College Namchi is very careful not to create a psychological division among the students by categorising them and labelling them as a particular type of learner. However, the teachers closely observe the learning style of the learners and cater the differential needs of the students. The strategies like subject wise project works and assignments, extended library use, peer teaching, are carefully planned and monitored to help the high achiever students. The teaching faculties are compulsorily asked to guide a group of students from each semester. For the slow learners, compensatory teaching, remedial teaching, peer tutoring, are emphasised. They are also encouraged to spend more time on reading in libraries outside the class hours. The students are also provided additional learning opportunities through online sources like Youtube, Whatsapp, etc.

Teachers provide guidance and encourage the students to develop all the development of life skills and the different qualities associated with it. The college also has a career guidance cell, wherein the faculty members of the college provide necessary guidance and information to the students in shaping the future career. The team also tracks the employment trends and ensure quality advice to the students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3011	102

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institute practices a teaching methodology which focuses on imparting education through a student centric approach. Emphasising on the principle of individual difference, the institution believes that each student varies in their ability to comprehend and grasp the content. The teacher facilitates learning through different strategies allowing each student to comprehend at their personal level. The classroom environment is kept conducive to make learners feel free share their ideas and form a healthy discussion. To enhance practical utility of the various courses, especially under science and commerce faculties, students are encouraged and guided to undertake projects to gain experience. Each student is provided adequate opportunity to get hands on experience on laboratory based subjects. Lectures, group discussions, seminars, field visits, lab facilities, induction programs are used by various departments to enhance the different skills among the learners. Guest lectures are also organised by different departments. The institution also believes in the adoption of student centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Role Plays, Team works, Debates, Seminar Quizzes and case studies are also emphasised in the college. The college has arrangement of two internal examinations as in each semester. The strengths and weakness of the students are accessed through diagnostic testing in the form of the tests and the remedial classes are

provided for the slow learners. The participation on NSS, NCC and the other activities as well.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In addition to the traditional chalk and talk method of Teaching, the faculties of Sikkim Government College Namchi also focus on IT enabled teaching and learning strategies. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The projectors, projection screen and tables have been provided to all the departments and all the faculties use the power point presentation along with the lecture. The orientation regarding the use of the online platforms of teaching have also been provided to the faculties during the lockdown so the faculties also conduct Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom. The teachers also use variety of online resources from NPTEL, Coursera, youtube links, Simulation tools, Virtual labs, online assessment tools like mentimeter - Quizz.com, and various Cloud portals. The department also conducts various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. with the help of various Information Communication tools. Various departments of the college also use software like SPSS for the data analysis during their dissertation and projects. Watsapp group used as platforms to communicate, make announcements, address queries, and share information. Faculties have always been encouraged to attend short term Courses, refreshers, orientations and workshops online.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://youtube.com/channel/UC7lQWBnd5zIDnZCjGgN6VKgh https://youtube.com/channel/UCZQCbpagk7M9d23SuIR7tuAh https://youtube.com/channel/UCNa0cafuc-k4pISM-G3HJPQ

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

102

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

102

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

37

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

50

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

1. In a particular semester, a student has to undergo two internal tests (sessional -A and Sessional-B) of 25 marks each and one External Exam i.e., End Term Exam for 50 marks conducted by the affiliating university.

2. Internal assessment is also done on the basis of term paper/assessment in their honors and elective papers both, for which they have to submit hard copy and they also give the presentation of the same which provides the students opportunity to improve their communication skills.

3. Students those who fail to appear for their internal test of certain inevitable circumstances are given second chance.

3. Remedial and revision classes are conducted by the concerned teacher to provide support to the students who needs extra

support to cop up with the curriculum as and when required.

4. For maintaining the transparency internal test papers are shown to the students so that they get the opportunity to analyse their performance.

5. Discussion on the test papers are organized so that the students have the opportunity to clarify their doubts.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

1. At the college level, Examination cell are given the responsibility regarding all assessment and evaluation related issues both internal and external exam following the guidelines issued by affiliating university. Examination cell are comprising of Vice-Principal as convener and other selected comprising of both teaching and non-teaching staffs as members of the examination committee.
2. Grievance Redressal Mechanism is also practiced by the examination cell for the dealing with the assessment related issues of the students. All students are given opportunity to place their grievances to the cell. Genuine grievances of the students are considered and try to fix it with meeting chaired by the convener of examination in the presence of head of the institution and Dean of student affairs considering the guidelines of the affiliating university.
3. For making assessment and evaluation effective and time-bound at the college level, schedule for every examination to be conducted Examination cell issues schedule for conducting the examination and submission of the marks considering the guidelines issued by the affiliating university.
4. All the examination related notices of both internal and external examination are timely circulated by Examination Cell of the college, as well as the Dean of Student's Affairs to all the teachers and the students.
5. Examination cell of the collage try to provide every

possible help to the teachers and the students to maintain is transparent, time- bound and efficient assessment and evaluation.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college follows the curriculum designed by the affiliating university, the university provides the programmes/course outcomes in the form of both softcopy and hardcopy. However, for designing of the curriculum at the university level representatives from the collage are selected from the concerned course where they get the opportunity to place the feedback and also get the opportunity to be aware of the course outcomes.

A centralised induction programme is also organised by the Dean of Students' Affairs to make the new students aware of the rules and regulations of the college, disciplinary matters as well as the programmes and course outcomes that are offered by the college.

Which is followed by departmental induction programme where newly admitted students are given orienting on the rules and regulation and the course outcomes by the faculties of the concerned department. Further, as and when required the students are provide counselling by the concerned faculties during the classes.

Further, freshly appointed teaching staff in different department are also provided orientation regarding different aspects of their respective department which also includes orientation of the outcomes of their concerned course.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course outcomes are measured through completion of syllabus, continuous evaluation (two internal evaluation i.e., Sessional A and Sessional B and end-term/external examination) and result. The course outcomes are evaluated by the institution with the help of written test, assignment, term papers/fieldwork/internship and presentation and end-term examination performance of the students.

Internal examination performance is taken very seriously by the concerned teachers if required remedial or extra classes are organized to provide extra support to the needy students.

As per the guideline of the affiliated university securing 70 per cent attendance is mandatory for all the students in order to qualify for the end-term examination.

The above mentioned mechanism is followed by the institution to evaluate the achievement of the course outcome. Every department designs their curriculum and other activities on the basis of the programme/course outcome in mind. Academic performance and other achievements of the students are taken as the benchmark and every department try to maintain the quality teaching-learning processes. The records of the activities of the respective department are submitted to the IQAC at the end of every academic year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

791

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://sgcnamchi.com/wp-content/uploads/2022/07/ANNUAL-Report-SGCNamchi-2021-22.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://sgcnamchi.com/wp-content/uploads/2022/07/SSS-Report-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****21**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****2**

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Due to covid 19 protocol imposed by the state government there is no any extenrtion activities carriedout during this session.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from

government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year****1**

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****3**

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****3**

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Sikkim Government College, Namchi spreads across 31 acres of land with an adequate infrastructure and physical facilities. The college has 19 Under-graduate departments and 3 Post-graduate departments with adequate classrooms and infrastructure. The campus includes multipurpose hall, GIS laboratory, Science laboratories, Library, Football ground, Volleyball ground, Smart classroom, Computer laboratory, Classrooms which are most essential for teaching & learning. The Campus also caters wi-fi facility system in the main building. The availability of smart-class rooms and well equipped labs with latest technologies helps very much to escalate the contemporary teaching-learning practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Sikkim Government College, Namchi has dedicated students who actively participate in large number of co-curricular activities like cultural activities, games and sports. The students of National Cadet Corps (NCC) regularly organizes Yoga for all students and staffs periodically. The College auditorium is used for organizing and conducting various national and international seminars, motivational talks, career counseling, inter & intra departmental activities, College fest, etc. The campus has a large multipurpose ground which is used for various outdoor games such as football, cricket, etc. also a volleyball-court is present before the entrance of the main building.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgcnamchi.com/wp-content/uploads/2022/06/SGCNamchiCollegeProspectus21-22-2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

40

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgcnamchi.com/home-page/college-profile/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3597600

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Sikkim Government College, Namchi has a central library located in the main building which is easily accessible by the students and staffs. The library embarks a volume of 11,000 books with more than 4000 titles. The library is partially automated using Integrated Library Management System (ILMS) through SOUL version 2 library management software. Register for visiting staffs and students are duly maintained at the library on daily basis. CCTV facility has been installed at the library for strict monitoring and surveillance. The books are issued from the library and can be borrowed for 15 days. The library has access to over one thousand reference books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://sgcnamchi.com/library/about-the-library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

267677.72

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

154

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has adequate numbers of computers in computer lab, all the departments, admin block, labs etc. The technical department of the college is always helpful in the installation and maintenance of the computers all over the campus. College also has LAN facility and Wi-Fi Facility with the bandwidth of

internet connection of about 50 MBPS. There are technical persons who are in sync with the performance and health of the internet connections. SGC, Namchi has two computer Labs with technically sound IT Teachers. All the computers, Smart classes, cables and hardware are regularly checked, maintained and upgraded as and when required.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

93

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

39328

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Sikkim Government College, Namchi has competent authorities who maintains all the classroom, library, laboratories, computers, etc. The cleanliness and upkeep of all the surrounding campus are maintained on regular intervals by sanitation and gardening departments. Safaikarmacharis are employed in every department who ensures cleanliness and hygiene of classrooms, halls, washrooms/ toilets. The laboratories, libraries, playgrounds, medical rooms, etc. are looked upon by competent and concerned authorities who follow standard protocol of maintenance of equipments. Since the pandemic, all Covid-19 protocols and sanitization are carried out in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

734

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2655

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	http://sgcnamchi.com/student/national-cadet-corpsncc/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**95****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****95**

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

210

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****210**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year****0**

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

CO-CURRICULAR ACTIVITIES (2020-21)

June

On 21st June 2021, the 4 Sikkim NCC Battalions cadets of Sikkim Government College, Namchi under the supervision of Dr. Bikash Sharma performed "Yoga Asana".

July

Nature Club and NSS volunteers of SGC, Namchi took plantation drive under the theme, "A Day for Mother Earth.

August

On 28th August 2021, the 4 Sikkim NCC Battalions cadets of Sikkim Government College, Namchi organised "Fit India Run".

September

On 8th September 2021, the Department of Economics, SGC, Namchi under the headship of Ms. Shanti Tamang, organised One-Day Webinar in collaboration with National Centre for Financial

October

On 29th October 2021, the 4 Sikkim NCC Battalions cadets of Sikkim Government College, Namchi, organised cleanliness drive

under the theme,

“Clean India Campaign”.

November

On 26th November 2021, the Department of Political Science, SGC, Namchi under the headship of Dr. Panu Ongri Pazo, organised talk on Constitution Day on the theme, “Important Aspects of the Indian Constitution and its Relevance in the Present Indian Scenario”.

December

On 8th December 2021, the Department of Political Science and Sociology, SGC, Namchi organized One-Day Seminar on the theme, “Negotiating Between ‘History’ and ‘Nation’ in Eastern Himalayas Moving Towards a Himalayan History.”

File Description	Documents
Paste link for additional information	http://sgcnamchi.com/reports-downloads/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

50

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Registration of Alumni Association is under process, though the institution has Alumni Association. Due to COVID-19 the Alumni Association was non functional in the year 2020-2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

MISSION:

- **The institution was established with a mission to provide an easy accessibility to higher education to the students beyond the bondages of the society.**
- **To provide the necessary facilities to allow the students to showcase their individuality, to tend to their needs for their academic and extra-curricular growth.**
- **To inculcate the qualities of moral, ethical, cultural values and to foster scientific temperament in the young minds.**

The vision of our institute stands simple ie., to provide a holistic development to each and every student.

As for the governance of the institution, it remains harmonious with the vision and mission of the institution. To attain that,

the governance is arranged and managed accordingly. The institution is headed by the Principal and supported by the Vice-Principal, Dean of student affairs, Teaching, Non-teaching staff, IQAC, members of various committees, Student union. The Principal monitors the overall academic and administrative processes. The Vice-Principal, also the Examination Convenor monitors the conduct of examinations. There are many committees to help for the holistic development of the students like NSS, NCC, Literary committee, Gender Sensitization unit, Career Counselling Unit, sports committee, Cultural committee etc. CMC and PMU are also present.

File Description	Documents
Paste link for additional information	http://sgcnamchi.com/about-sgc-namchi/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institute has a well-established decentralized system for the proper management of the college. The college being a government institution follows the general rules and regulations regarding the academic and administrative processes set up by the Education Department. The administrative section head along with supporting staff help the Principal in the administrative processes. The CMC plays a significant role in the decision-making process of the college. Forbye, the PMU is an integral part of the college. It monitors the various projects undertaken by RUSA and its financial implications.

Meanwhile, the departments are headed by the HODs. They have an important role in conducting the various activities of their respective departments. The minor decisions for the smooth sailing of the departments are taken by the HODs in consultation with the faculties of the department.

There are various committees entrusted with certain powers to carry out the proper conduct in the institution and organize various activities to help the students in different aspects.

All the committees work hand-in-hand to allow the smooth functioning of the college in a decentralized way. This method of working has embraced the contribution of each and every

member who is a part of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students: The process of admission of students is supervised by the Dean of Student Affairs.

Curriculum Development: College is affiliated to Sikkim University, therefore it follows the curriculum prescribed by the affiliating University. However, the faculties of the college have been members of the Board of Studies and Syllabus review committee thereby contributing to the development of the curriculum.

Teaching and Learning: Regular practical classes are held for the lab-based subjects. The college/ respective departments organises regular workshops, seminars and lectures in addition to the compulsory syllabus.

Examination and Evaluation: The process of examination and evaluation is in accordance with the affiliating university. It follows a semester-based evaluation system. Each paper is of 100 marks per semester. 50 marks is evaluated internally in the form of two sessional examinations namely Mid-term examination and second sessional, each of 25 marks.

Research and Development: Many faculty members are pursuing doctoral programmes and are actively involved in research and publications. There is an active research cell in the college which organises various seminars and workshops.

Library, ICT and physical infrastructure/ Instrumentation: The college building is three-storeyed with the facility of a ramp as well. There are adequate number of honours classrooms , halls for general classes, laboratories for practical based subjects, library, computer lab, common room for boys and girls, washrooms for faculties and students.

Human Resource Management: The college is a government institution and therefore all the decisions relating to human resource is taken by Human Resource Development Department, Govt. of Sikkim.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Administration : The entire administrative processes is looked after by the Principal, administrative officer ie., the OS with the support of the other administrative staff. Any kind of information is circulated through the whatsapp group of teaching and non-teaching staff. The information/ data is also uploaded on the college website.

Appointment and service rules : The college is a government institute therefore all the staff (teaching and non-teaching) are recruited by the state recruiting body SPSC (Sikkim Public Service Committee). The service rules are as per the UGC norms. As for the academic rules and regulations, the college follows the norms set up by the affiliating university, Sikkim University.

File Description	Documents
Paste link for additional information	https://spsc.sikkim.gov.in/
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

To empower the faculties of the college, various initiatives are present. Being a government institute, there is a proper medical reimbursement facilities which can be availed by both the teaching and non-teaching staff. Medical leave can also be availed on the presentation of requisite documents by both the teaching and non-teaching staff. Maternity and paternity leave can also be availed. The employees are entitled to government pension on retirement.

For the development of the faculties, they can also avail study leave to pursue their PhD, Post-doctoral programmes and as well as to attend FDP, OP, RC, workshops, seminars and any short-term courses.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

34

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Sikkim Government College, Namchi under the Education department, Govt. of Sikkim follow the UGC regulations for the recruitment of Assistant Professors. SPSC is the recruiting body for the selection and appointment of the Assistant Professors in all the colleges of the state. The faculties appointed on regular basis have to submit Annual Performance Index (API) to the college from where it is forwarded to Education Department, Govt. of Sikkim. The objective of the submission of API is to evaluate the progress of the faculties, also it allows to identify the potential aspects for improvement that can lead to further progress and growth of the employee. Faculties on Ad-hoc basis have to submit a Performance report annually to evaluate their progress.

The non-teaching staff are also assessed annually through the submission of Performance Report provided by the administrative head.

Student feedback on the performance of the teachers is also received annually which allows for further improvement and development of various teaching methods.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The main source of the budget of the college is Education Department, Govt. of Sikkim. For the internal audit, the Government of Sikkim appoints an internal auditor who along with the Principal of the college checks the utilization of the funds that has been allocated and submit the report to the government.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Due to the COVID-19 pandemic and closure of the institution, the institution did not receive as much funds and therefore there was no usage of funds in any kind of development. In the past, the funds received have been utilised in minor infrastructural development cum renovation projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell of our college is the main supervising body in terms of policy-making for the upgradation of the college in terms of infrastructure and education. To fulfil the needs and demands of the student and faculties, IQAC conducts feedbacks to corner the gaps and identify the scope for improvement. IQAC assesses and suggests the parameters for quality education. IQAC prepares and puts forward the Annual Quality Assurance Report (AQAR) and Self-Study Reports (SSR) for approval by the concerned institutes and the government statutory authorities.

To maintain and upgrade the standard of a higher education institutes, since its inception IQAC conducts the following activities on a regular basis:

- **Conduct satisfactory survey among the students**
- **Provide inputs for better teaching-learning method based on student feedback**
- **Provide necessary inputs for the efficient resource utilization for the benefit of students and teachers**

File Description	Documents
Paste link for additional information	http://sgcnamchi.com/wp-content/uploads/2022/07/SSS-Report-2020-2021.pdf
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The teaching-learning process is one of the prime focus of IQAC. It is made sure at the commencement of the semester that

the newly admitted students are aware of the programme they have enrolled in, the examination pattern, the attendance requirements etc. An academic calendar is prepared at the beginning of the year. The calendar bear information regarding the examination, vacation, programmes to be organized in the coming academic year.

An induction program is organized for the newly admitted students where the Dean of Student Affairs induct them on the basic information regarding the rules and regulations of the college, examination and attendance. The introduction of teachers also take place on the induction program. Departmental induction also takes place where the students are apprised of the syllabus, time table, attendance requirements etc.

Student feedback is a must to assess the teaching-learning process which is conducted by IQAC. The feedback received is analysed and critically considered wherein new methods to be adopted are discussed and put forward.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://sgcnamchi.com/accreditation-ranking/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The key elements of programme comprised of spreading general legal awareness for the uneducated women, children and other vulnerable sections of the society. The Domestic Violence Act, 2005, was discussed much in detail along with legal provisions concerning sexual harassment of women under the Sexual Harassment of Women at Workplace Act 2013, POCSO Act, and other relevant legal provisions for the safety and protection of Women and Child in both the domestic and non-domestic environment. The programme enlightened the house which comprised of teaching, non-teaching staffs of the college, students and the participants from neighbouring areas on the various acts, laws, provisions as constitutional measures for the protection of rights of women & children.

Once in every four months in a year, the Gender Sensitization Unit will conduct programmes, workshops, field survey and awareness campaigns in the college and the society at large.

The college has an active Gender Sensitization Unit comprising of Principal, Vice – Principal and senior faculties of the college. In case of any complaints, the matter is dealt in a proper manner where evidences, witnesses and other reliable sources are properly scrutinized so that the complainant and the accused are authenticated before any disciplinary measure is taken. The college has collaborated with doctors of the district hospital and lawyers from the District and Sessions

courts to help and provide proper professional counselling and related assistance. The college has designated common rooms for boys and girls students.

File Description	Documents
Annual gender sensitization action plan	http://sgcnamchi.com/digital-innovation-and-technology-for-gender-equality/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://sgcnamchi.com/wp-content/uploads/2023/09/7.1.1-2021-22.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The solid waste generated is mostly papers answer sheets, disposable plastics and old, broken furniture and non-reusable e-waste. Dry and wet waste is segregated in separate bins and the garbage is cleared every morning of the week. Kitchen waste is processed in a compost-pits outside the hostels. Weeds, leaves and other garden waste are deposited in organic compost pits located in the backside of the academic building. Liquid waste generated from washrooms, kitchen, laundry etc. are reused for draining purposes or clearing clogged passages. 2 rain water harvesting pits with a capacity of 50,000 litres are extremely useful for use in toilets and during the lean months. Other forms of waste are collected in the garbage disposal bins

located at various corners of the college premises where it easily visible to all. Biomedical waste and lubricating oil and other bio-hazard waste from the laboratories are collected separately and handed to the municipal garbage staffs. The municipal garbage collection truck comes twice a week to collect the wastes for proper disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The motto of the College, 'Sa Vidya Ya Vimuktaye,' taken from the Vishnu Puran forms the guiding vision of the college. This vision ceaselessly inspires the college to dedicate itself towards liberating minds of people from all kinds of bondages - social, religious, political, of gender, of convention and superstition, of caste and communalism through education. We consolidate on building vibrant, capable and morally grounded generations by empowering their minds with requisite capabilities of skills and moral education preparing them to be intellectually competent, kind at heart, and willing to positively contribute towards nation building.

The college aims at imparting quality and time relevant education to the students. For actualizing this we endeavor to:

- discover and nurture the intellectual and social potentials of students.
- help the students imbibe the essence of high standard knowledge, constructive skills, and encourage
- healthy competition
- cultivate the spirit of innovation, creativity, and all round development that helps creation of individuals
- with high standards of integrity, and a sense of responsibility towards nation building
- provide ample and relevant opportunities which help them mould their personalities
- develop a favorable rapport between the students and teachers thereby encouraging ideal teaching-

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Constitution Day which was on 26th November 2021. The objective of the programme was to enlighten the students on the topic, 'Important Aspects of the Indian Constitution and its Relevance in the Present Indian Scenario'. This event was organized as part of Azadi Ka Amrit Mahotsav, 2021. The programme was conducted by the Department of Political Science at the college auditorium. Students from the Political Science Department and other social sciences discipline were present along with the teaching faculties of various departments. A short welcome speech and introduction was given by the Head of Department, Dr. Panu O. Pazo. He shed light on the role of the constitution in a functioning democracy and its importance in India's overall governance. The keynote speaker, who was also the Chief Guest for the programme, Advocate Kumar Nepal spoke on different aspects of the constitutional law and its implications in the society. He covered topics of various Fundamental Rights and Directive Principles of State Policy, different writs and its usages, the types of offences based on mistake of fact and mistake of law. He also spoke on the articles dealing with the amendment of the constitution and the role of legal bodies in workplaces. He discussed the hierarchy of the judicial system and different tribunals and their jurisdiction. The talk ended with an interactive session where students posed several questions before the speaker.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed

A. All of the above

code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Earth Day

April 22

World Environment Day

June 5

International Day of Yoga

June 21

National Science Day

February 28

World Entrepreneurs Day

Aug 21**College Foundation Day Aug 18**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1:

For more than 2 decades, Sikkim Government College, Namchi has catered to more of female students in comparison to male students. In 2022, the total number of girls in comparison to boys was 1749 to 1551. The institution has been a beacon of light for the education of the girl child not only within the home district but also to the neighbouring district of Geyzing and the neighbouring districts of Darjeeling and Kalimpong in West Bengal. The college has

Best Practice 2:

The college has more than 40 percent of campus covered in greenery and natural landscape. A government employed gardener is employed to look after the upkeep of the natural surroundings of the campus. Over 500 different types of trees have been planted, which are fruit and non-fruit bearing. An In-house nursery is maintained by the Department of Botany and during the early monsoon months plantation drives are conducted. The college has purchased sprinklers which are used by the gardener for watering the plants and the wastewater from the water harvesting units is used for horticulture purpose. Plant markers are also used for trees and other plants to identify variety and species information.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sikkim Government College, Namchi is a government funded and managed educational institution. The Department of Education is responsible for the overall management of the college. Under the Department, RUSA is the funding agency for the maintenance and upkeep of the institution. The other agency such as the NAAC regularly monitors the standards and performance of the higher institution. The college caters to educating the poorest sections of the society as there is no fees for students who possess Sikkim domicile documents and whose forefathers belong to Sikkim. These students do not have to pay any tuition fees and are provided free education from the 1st year to their third year of their graduation degree. For outstation students who come from other states such as West Bengal, Bihar, UP and Arunachal Pradesh, Manipur, and neighbouring countries of Bhutan and Nepal are charged with minimal fees. This is done primarily to provide education to those sections who otherwise would not be able to afford such expenditures.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Action plan for the coming year (2021-22)

1. Organizing workshops for the faculties of different colleges on "Overview and Quality Enrichment in NAAC Accreditation Process".
2. Organize seminars and workshops for the students on skill development and entrepreneurial programs.
3. Celebration of National and International days of importance in the college.
4. Initiate organization of departmental programs by the

respective departments twice in a semester.

5. Initiate robust feedback system from the students, alumni and stake holder.
6. Initiate a strong and amiable alumni association.
7. Organize career counselling for the students.
8. Building of botanical garden by Department of Botany.
9. Set-up of few advanced lab facilities in the newly under-construction science building.
10. Set-up of seed bank by Department of Botany.