Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**NAMCHI GOVERNMENT COLLEGE**
Name of the head of the Institution	**Dr. Parsuram Paudyal**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03595-263544**
Mobile no.	**7872881677**
Registered Email	**Namchigovtcollege@gmail.com**
Alternate Email	**iqacnamchi@gmail.com**
Address	**Upper Kamrang, Namchi**
City/Town	**Namchi**
State/UT	**Sikkim**
Pincode	**737126**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Kamal Poudyal**
Phone no/Alternate Phone no.	**03595263544**
Mobile no.	**9474648884**
Registered Email	**chettrikamal@gmail.com**
Alternate Email	**fernofsikkim@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sgcnamchi.com/wp-content/uploads/2022/06/NAAC-Self-Study-Report_Namchi-Govt.-College-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://sgcnamchi.com/wp-content/uploads/2023/08/Academic-Calendar-2019.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.16**	**2019**	**05-Mar-2019**	**05-Mar-2024**

6. Date of Establishment of IQAC	**04-Feb-2015**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	**No Files Uploaded !!!**
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Installation of ICT facilities in the Campus.

Organizing Workshop on computer literacy for Administrative staff.

Organizing Career Counselling Programme for Six Semester Students

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Gender Sensitisation Unit organised seminar	Seminar on gender sensitisation was conducted.

Sensitising Students on Unfair Means	Sensitisation students on use of unfair means was organised.
Environment Relates Activities	Cleanliness, awareness on NO PLASTIC CAMPUS was organised.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	22-Jun-2019
17. Does the Institution have Management Information System ?	No

|| Part B ||

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1. Namchi Government College affiliated to Sikkim University, follow the curriculum provided by the university. For which, University appoints few senior faculties as the member of Board of Studies and Syllabus Review for a tenure of three years playing an important role in framing a curriculum for B.A, B.Sc. and B.com programmes. The university has introduced the courses like Environmental Studies (EVS) and Eastern Himalayas (EHS) concerning the region, therefore making EHS a unique subject. Apart from two compulsory languages (English and Nepali), three regional languages Bhutia, Lepcha and Limboo have also been incorporated in the university curricula since 2008, keeping in mind their growth and importance in a local context and diversification of subjects. Curricular aspects of the courses taught at Namchi Government College are governed by ordinance and guidelines of Sikkim University. For the effective implementation of the curriculum together with broad vision and goals of college are kept in mind. The vision and mission of the college are corroborated with the objectives of the society and reflects the commitment of the institution towards the holistic development of the students and therefore inculcating the social and moral values in them through academic, co-curricular and socially meaningful activities. The college vision, mission, and objectives are communicated to all stakeholders and philanthropists through college website www.namchigovernmentcollege.com and admission prospectus. Based on the Sikkim University academic calendar, the college academic calendar is prepared by IQAC at the beginning of the session. Each departmental head prepares time table for the class and allocates different papers to teachers. The teaching

plan is prepared by respective department. The college has well-qualified, dedicated and experienced faculty members. Each department holds meetings at the end of semester to discuss and plan in advance for the execution of courses in the subsequent semester. Faculties follow lectures, class-presentation, tutorials, practical labs, E-learning and case studies to deliver courses. The college adopt numerous policies for bridging the knowledge gap of the weak students to enable them to cope with the programme of their choices. This includes mentorship, tutorials, and remedial classes. Coming to the assessment of students, the internal assessment consists of internal tests, presentations, projects, practical, and assignments are conducted to evaluate the performance of students. The whole process of internal tests is monitored by college examination committee. Continuous review of the progress of syllabus completion and performance of students are done in the departmental level meetings on the continuous basis. The internal marks obtained by the students is uploaded and submitted to the University in timely manner under the supervision of examination committee. The college has well-equipped laboratories and classrooms with projection facilities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Commerce	12/07/2010
BSc	Botany, Zoology, Chemistry, Physics, Mathematics	09/07/2012
BA	English, Nepali, History, Pol. Science, Economics, Education and Sociology	03/07/1995
BA (Journalism)	Journalism and Mass Communication	10/07/2006
BA	Physical Education	09/07/2007
BA	Bhutia, Lepcha, Limboo (Regional Language))	14/07/2008
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Nepali, History, Pol. Science, Economics, Education and Sociology	Nill
BCom	Commerce	Nill
BSc	Botany, Zoology,	Nill

	Chemistry, Physics, Mathematics	
BA (Journalism)	Journalism and Mass Communication	Nill

| 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year |||

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Field trip to Mainam WS, Zoology	48
BSc	Field trip by Botany	35
BSc	Field trip to Pokhara, Nepal, Chemistry	26
BA	Field trip to Hoogly & Digha, Geography	56
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

In order to ensure constant growth of the institution and progress of the students, the IQAC committee put an effective feedback mechanism in place that collects analysis and implements suggestions from the students, parents, teaching faculty and non-teaching faculty to make academic, infrastructural and policy improvements in the college. The feedback is collected from the students in a questioner format. The feedback is solicited in academic and non-academic areas. This feedback is analysed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. Departmental level feedback is taken from the students to enhance the teaching-learning process. The college has also made many infrastructural improvements to provide bigger, better equipped classrooms and labs to the students and fulfil all necessary requirements of space. Feedback of

stakeholders is sought regularly about infrastructural and learning resources for ensuring their satisfaction. Suggestions and comments given by the parents are also taken into account for future development. The alumni of the college give feedback on how their years on the institution have helped them perform of their places of work or study. Furthermore, they supply constructive tiny tweaks on helping the students gain extra recognition and improving themselves.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	120	154	154
BSc	Botany, Zoology, Chemistry, Physics & mathematics	200	181	181
BA	English, Nepali, History, Pol. Science, Economics, Education, Sociology, Physical Education,Journalism & Mas Cummunication, Bhutia, lepcha, Limboo	680	655	655
[View Uploaded File](#)				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1913	0	76	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
76	40	0	4	2	0
[View File of ICT Tools and resources](#)					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students are given input through two-way communication where information is gapped. Students are required to discuss and share their findings before the actual information is given. Use of graphics like slides and images are use so that the students have a better understanding of the topic. Videos of real life occurrence of interpersonal behaviour are used to enhance understanding. Students are asked to present the summary of the topic after they are taught in ICT enabled classroom. regular feedback from students are taken and analysed so the information is correctly reached to the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1913	76	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
76	76	76	76	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Honours	2 Semester	29/06/2019	10/07/2019
BSc	Honours	4 Semester	28/06/2019	10/07/2019
BSc	Honours	6 Semester	27/06/2019	10/07/2019
BCom	General	2 Semester	27/06/2019	10/07/2019
BCom	Honours	4 Semester	28/06/2019	10/07/2019
BCom	Honours	6 Semester	27/06/2019	10/07/2019
BA	General	2 semester	29/06/2019	10/07/2019
BA	Honours	4 Sem	28/06/2019	10/07/2019
BA	Honours	6 Sem	27/06/2019	10/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Namchi Government College is Affiliated to Sikkim University and is guided by the rules and regulation of the University for improvement of the Internal

evaluation system. Timely review of the syallabus, evaluation of answer paper is discussed in Board Meeting called by university atleast twice a year. The endterm evaluation is for 100 marks out of which internal evaluation is of 50 marks of which 25 marks is for theory based papers and 25 marks for dissertation, practical and term paper presentation based on departmental requirements. These examination are conducted every two months and the results are analyzed properly for the improvement of ward. There is strict attendance 0f 75 has to be fulfilled failing which the students are not allowed to sit for the end term examination. Even departmental teachers assign innovative projects, dissertation, term paper to see the innovative ideas among the ward. The head of the institution organize timely meeting with departmental faculties to review the improvement of the students.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college follows the academic calendar of the University and adheres to the rules and regulation of the university calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/2.6.1-2018-19-1.docx

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA UG	BA	Honours	532	514	96.6
B.Sc. UG	BSc	Honours	198	179	90.4
B.Com. UG	BCom	Honours	122	111	90.9
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/7.2.1-2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nill	Nill	Nill	Nill

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nill	Nill	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Nepali, History, Education, JMC, Geography,	14	Nill
International	Education, Botany, Physics, Education, Economics	8	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	1
Education	2
Botany	1
JMC	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self

Title of the Paper	Name of Author	Title of journal	Year of publication			citation
					the publication	
Historical Development of Monastic landholdings in Sikkim	Gnudup Sangmo Bhutia	Paripex-Indian Journal of Research	2019	Nill	Nill	Nill
"CSR, Corporate giants and website disclosure: an exploration of contribution in education and sports as a legitimacy tools	Cherrila W. Bhutia	International J of Soc. Sci Eco. Res.	2019	Nill	Nill	Nill
Impact of Globalization on Quality Education in Sikkim	Binita Rai	International Journal of Advance and Innovative Research	2019	Nill	Nill	Nill
Prevalence of depression, anxiety stress among teachers's trainees in Sikkim	Kriti Gurung	International Journal of Research in Humanities, Arts and Literature (Impact: IJRHAL)	2019	Nill	Nill	Nill
[View Uploaded File](#)						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	2	1	0

Resource persons	0	2	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Botanical Naming of Plants in Namchi Bazar Premises	State foest Department NSS	5	72
ZERO WASTE HIMAMAYA	WWF-Sikkim and NSS	3	30
Cleanliness Drive and Awareness campain on PLASTIC FREE	NSS	3	80
Blood Donation Camp	NSS, RRC	4	120

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Community Service	NSS	Feeder School campaign	6	48
Gender Sensitisation Unit	GSU	Legal awareness on POSCO	9	157
Swatcha Bharat Abhiyan	NSS	Cleanliness Drive cum Awareness campaign	4	76

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Workshop	'A three day 'Advance Hands On DNA Workshop	Mr V.K. Singh, Director Training Manager, Escherichia Genomics Pvt. Ltd., New Delhi was the Resource person for the workshop.	04/04/2019	06/04/2019	83
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nill	Nill
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
14.5	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing
Seminar Halls	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	0	0	531	20741	531	20741

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mr. Lokesh Chettri	DSLR Digital Camera and Video Camera	Youtube	06/11/2018

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	55	0	1	1	0	1	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	55	0	1	1	0	1	0	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	http://www.namchigovernmentcollege.com/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The College ensures the optimal utilization and allocation of the funds for maintenance of infrastructure and purchase of new equipment. The proposal for the same is submitted to the College. The Purchase Committee of the College reviews the proposal, which is further approved by the Principal. The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an Internal Financial Audit. The various functions of the College are carried out by the committees constituted by the Staff Council and College Management Committee. The upkeep of library is done by the staff of library and library committee. The security of the College is maintained by the security guards. A number of CCTV cameras have been installed to monitor the infrastructure. Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. The Computer Desktops, Generator, Laboratory equipments are maintained through the respective companies.
http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/4.4.2-2018-19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NIL	0	0
b)International	NIL	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and Meditation	02/10/2018	157	Faculty cim Yoga Instructor.
Remedial Classes	27/09/2018	105	College Faculty
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
17	17	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	240	UG	B.A, B.Sc, B.com	Sikkim University, North Bengal University, Sikkim State University, Sikkim Manipal University	M.A, M.Sc. M.Com
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Prativa Utsav 2018	Institute Level	230
Open Cricket Tournament 2018	Open Level	20
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for	Number of awards for	Student ID number	Name of the student

			Sports	Cultural		
2018	International Taekwondo competition, Malaysia	International	1	Nill	17NS0126	Pema Gyatso Sherpa
2018	Natioanl Taekwondo Championship	National	1	Nill	16NA0507	Sulochana Limboo
2018	National Badminton Championship	National	1	Nill	17NA0512	Amon RAi

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the directives of the Government of Sikkim and the parent university, the Student' Representative Council (SRC) of the college was constituted for the year 2018-2019 and 2019-2020 at college level. The V.P , dean of student affairs along with faculties of the college organises Student Representative Council (SRC) . They were elected through an open electoral competition. Apart from the main posts the Class representatives were also selected from B.A., B.Sc. and B.Com respectively. A special representation was also given to women, Sports Cultural literature field. Fresher's welcome party was organized by the SRC on September, 2018. The Student Representative Council (SRC) played an important role in extending the volume of the college library . The SRC organised musical festival PRATIVA UTSAV held on May 21-24, 2019, and OPEN CRICKET TOURNMENT starting from August 2018. Students are also actively involved in various societies of the college like NCC, NSS, Discipline committee, and many others.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

125

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NA

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution follows the curriculum prescribed by the affiliating Sikkim

University. The faculties of the college are members of board of studies and syllabus review committee. The curriculam is revised by the affiliating university on a regular basis, in corroboration of which the curriculam of undergraduate programmes were revised and restructured in 2010 and 2014 respectively. This resulted in the introduction of the courses like Environmental Studies and Eastern Himalayan Studies concerning the region. Also apart from two compulsory languages (English and Nepali), three regional languages Bhutia, Lepcha and Limboo have also been incorporated in the University curricula since 2008, keeping in view their growth and progress in a local context and diversification of subjects. The college has been offering B.A course to students since its inception 1995. However, B.Com and B.Sc courses were introduced in the year 21 and 212 respectively. Traditional subjects such as Botany, Chemistry, Mathematics, Physics and Zoology are taught in Science. Subjects like Physical Education and journalism Mass Communication was introduced in 2006 and 2007 respectively. The college provides opportunities to students for multi-skill development by organizing various curricular and extra curricular activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of the students is done through online mode. The merit list is generated as per the marks obtained by the students.
Industry Interaction / Collaboration	NA
Human Resource Management	Human Resource Management is done by the Human Resource Development Department, Government of Sikkim. At the institutional level, it is managed by the Principal.
Library, ICT and Physical Infrastructure / Instrumentation	The college building is three storeyed with adequate number of classrooms, washrooms for girls and boys,faculty rooms, common staff room for the teachers, examination cell, administrative section, Principals office,infirmary, IGNOU study centre, science and geography labs, multipurpose auditorium for hosting various co-curricular activities, indoor games, seminars and other academic activities. The outdoor games and athletics areconducted in the football ground. The college has six halls each with an intake capacity of two fifty andseventeen classrooms of which three have ICT facilities and can accommodate sixty students at a time. Thecollege also has a computer lab and a language lab with forty seven and thirty computers for use by the

	students. (The college has an EDUSAT (Education through Satellite, Govt. of India) room with ICT facilitywhich is used by all the departments on rotational basis for various academic activities.). The college libraryacts as a knowledge resource centre with textbooks, reference books, magazines, newspapers etc. andcomputers for use by the students. The total area of library is 155.84 sqmts. with separate reading spacefacilities for students and teachers. The augmentation of facilities like internet connectivity, procurement oflibrary management system and purchase of books is already underway. The Govt. of Sikkim sanctioned science block is under construction which will house a central instrumentationfacility to facilitate research activities. It will also have a computer laboratory, seminar hall with refreshmentrooms and adequate washrooms for students, faculty and guests. Similarly, a Govt. sanctioned college cafeteriais under construction for the use by students and faculties. The expansion of the above mentioned facilities willtremendously boost the college in terms of adequacy and requirements to meet future developments.
Research and Development	Many faculty members are pursuing doctoral research and are actively engaged in research and publications. They regularly participate in seminars and workshops. Under university curricula, the final paper in the sixth semester of few courses is dissertation/ field based. These projects are supervised by the faculties and are evaluated by the externa examiners appointed by the university. Such practices provides ample opportunities to the students and faculties to undertake research activities and thereby enhance the knowledge and enrich the field.
Examination and Evaluation	Our institution follows a semester-based system. A friendly mechanism for a continuous evaluation of the students in the form of mid-term tests, term paper presentation and practical exams for lab based subjects is carried out internally. A final end term examination of each paper is conducted at the end of every semester. The end

	term answer scripts are evaluated externally by the university.
Teaching and Learning	All the faculty members take utmost care while delivering the lectures so as to reach the maximum number of students in a classroom and make them understand the subject matter. Faculties are encouraged to use technology for making teaching-learning process more effective. Under the continuous comprehensive evaluation system, ample opportunities are provided for teacher-student interactions through student- centric methods of group discussions, ab based experiments, projects, presentations, boo review, paper review, field trips, visits to botanica gardens and wildlife sanctuaries, industries etc., and thereby facilitating development of critical thinking and communication skills.
Curriculum Development	The college has been offering B.A course to students since its inception 1995. However, B.Com and B.Sc courses were introduced in the year 21 and 212 respectively. Traditional subjects such as Botany, Chemistry, Mathematics, Physics and Zoology are taught in Science. Subjects like Physical Education and journalism Mass Communication was introduced in 2006 and 2007 respectively. The college provides opportunities to students for multi-skill development by organizing various curricular and extra curricular activities.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The head of the institution has a timely interaction with CMC, IQAC menbers from time to time so as to plan all developmental activities in timely manner.
Administration	Student data is maintained online Each student can view their academic data throughout the year. Student administration software is being used for recording and maintaining the student data. Service record of teaching and non teaching staff is maintained.
Finance and Accounts	Since Namchi Government College is a state funded institution. All the funds and account related matter is

	sanctioned as per requirement by Higher Education, Government of Sikkim.
Student Admission and Support	Student admission is done through online portal where the merit list of the students is generated as per the percentage of the students.
Examination	The University has started the online mode of examination. Since this institution is situated in rural areas due to the internet connectivity problem 100 percent success is yet to be achieved.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	nil	nil	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Orientation on use of ICT	OP/RC/FDP	06/08/2018	09/08/2018	12	Nill
2018	Financial Literacy Programme	Financial Literacy Programme	08/10/2018	10/10/2018	8	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development programme organized by Sikkim Consultancy Centre SICON in	2	12/10/2018	05/11/2018	23

association with Namchi Government College on Entrepreneurship Promotion				
Refresher Course	2	01/03/2019	21/03/2019	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical reimburshment is provided by the Government to Faculty.	Medical reimburshment is provided by the Government to regular non teaching staff.	Namchi Government College is State Government funded Institution and due to the policy of the Government there is Free education from School to College level.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Since Namchi Government College is a state funded Government College, so there is both Internal audits conducted by the Principal and administrative Officer. The external audit is done by Auditor nominated by Directorate of Higher Education Government of Sikkim. The external audit is conducted twice in a year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	Yes	Auditor appointed by	Yes	Principal and Administrative

		Directorate, Higher Education, Government of Sikkim		Officeras as well as IQAC members

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Though there is no Parent- Teacher Association in the college. During the Induction programme the students are advised to come with their parents so that parents understands the mode in which college functions. The two members of the Parents are nominated as a member of IQAC so as they can give their valuable feedback for the betterment of the Institution.

6.5.3 – Development programmes for support staff (at least three)

The support staff are encouraged from time to time to attend various workshop in order to enhance their working skill. Trainings on new technology and its implications are being conducted by Higher authority.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Rain Water Harvest tank to use the surface flow of the water in rainy season is done. Faculty and students are encouraged to publish papers in National and International Journal. Students are motivated in Enterprunership Development so as they have enough skill to become job providers rather than job seekers. Industrial tie process has started so as there can be campus placement of the students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation on use of ICT	06/08/2018	06/08/2018	09/08/2018	82
2018	Financial Literacy Programme	08/10/2018	08/10/2018	10/10/2018	59
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness on	27/09/2018	27/09/2018	26	16

Gender Issues				
Legal aspects on molestation and child abuse	09/05/2019	10/05/2019	76	29

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar panel are installed in the roof of the new buildings

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	8
Ramp/Rails	Yes	8
Scribes for examination	Yes	8
Provision for lift	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nill	1	20/08/2018	1	Nepali Bhasa Maanyata Diwas	Nepali Literature	200
2018	Nill	7	25/05/2018	1	Mansik Sahitya Vetghat Karyakram	Opportunities, Challenges in promotion of Nepali Language	100
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct handbook	11/10/2018	For Students: It has been clearly reflected in the Prospectus for the students. For smooth and effective function of the

| College, students shall abide by the following rules and regulations without fail. Actions will strictly be taken for any discrepancy observed. For teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff. The Sikkirn service rule book is applicable as it is applicable for all the state employees working under Sikkim government. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Waste management initiatives. 2. Setting up of Rain water harvesting plant. 3. Setting up of solar power generation units 4. Adopting plantation drives and practice of making compost pits around the campus for planting tree saplings 5. Cleanliness drives and organizing classroom clean-up days regularly as a part of the students' extra-curricular activities.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Namchi Govt. college not only caters to the need of deprived and economically backward community of the state but also strives hard to achieve academic, administrative and organizational excellence by enthusiasticallyengaging to promote and foster sense of ownership and creation of healthy and conducive environment for thepropagation of knowledgeable and responsible citizenship. 2. Keeping in pace with the requirement to adapt and being responsive to the emerging challenges and pressing issues the college has proactively institutionalized practices which have impactful bearings on the development of the college.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/7.2.1-2018-19.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The motto of the College, 'Sa Vidya YaVimuktaye,' taken from the Vishnu Puranforms 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.

Provide the weblink of the institution
http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/7.3.1-2018-19.pdf

8.Future Plans of Actions for Next Academic Year

1. Start Diploma courses in Computers . 2. Organize seminar and workshops. 3. Start Online mode of examination as well as teaching. 4. To acquire 12 (B) status from UGC. 5. Add more volumes of books in library. 6. To Organise training programmes for Non-teaching staff.