



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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	iqacngc@gmail.com
Address	Upper Kamrang, Namchi South Sikkim
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.	03595263655
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://www.namchigovernmentcollege.com
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/Calendar2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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
Remedial Class for backward students	16-Aug-2018 1	36

Gender Sensitisation	23-Oct-2018 1	200
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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	2020 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

5

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)

All Departments were motivated to organize workshop and seminars and to involve maximum students so that they develop a culture of research and innovation. Initiation of construction of Separate Science building. Financial auditing of the administrative division and various club like NSS, NCC, Red Ribbon Club. Physical verification of Departments and verification of record keeping. Online class for all streams was initiated due to COVID19 pandemic and monitoring of the online classes was done.

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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	Achievements/Outcomes
Organised Seminars for students on unfair means and Gender sensitization	College has a active Career Counseling Cell, Gender Sensitization Unit which conducts awareness to students on various issues
Environment Awareness Activity	Cleanliness as well tree plantation drive was conducted in the campus premises.
Workshop on Entrepreneurship was conducted by IQAC in collaboration with NSS cell	One day workshop on entrepreneurship was conducted especially for the outgoing students of six semester so as they can choose a career out it.
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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 ?	Yes
Date of Visit	04-Feb-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	03-Mar-2020
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 library has software SOUL 2.0 for books digitalization. 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/entrepreneurship	Skill Development
Computer Literacy Course (CLC)	Nil	05/03/2019	365	Computer Basics	Computer Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	14/12/2020
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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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	600	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
NIL	07/12/2020	0
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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
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>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.</p>

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
BA	Honours	520	590	530
BSc	Honours	200	273	232

BCom	Honours	100	230	154
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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
2019	2554	0	82	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	Number of smart classrooms	E-resources and techniques used
82	57	21	20	2	43

[View File of ICT Tools and resources](#)

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

Namchi Government College has a proper student mentoring system in place . In the beginning of each session, after the admission process is over, induction Programme is conducted to the student of first year regarding the rules and regulation of the college, Discipline, Examination Mode and students are motivated to join various clubs like NSS, NCC, RRC, Nature club and many more. After the classes are resumed they are provided with Departmental routine and special help desk are formulated so to clear the doubts of the students. Special protection and care is given by all the faculties and especially the Disciplinary Committee so as there is no ragging of the newly admitted students. Strict emphasis is given in the attendance in theory as well as practical based subjects.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2554	82	1 : 31

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
17	17	0	17	2

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
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

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 syllabus, 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 of 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/2017/05/2.6.1-2019-20.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
B.Com. UG	BCom	Honours	122	122	100
B.Sc. UG	BSc	Honours	143	143	100
B.A. UG	BA	Honours	434	434	100

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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->

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
Any Other (Specify)	0	NIL	0	0
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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	NIL	29/11/2020

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	NIL	NIL	06/12/2020	NIL
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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	NIL	NIL	NIL	NIL	06/12/2020
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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)
International	Botany	2	0
No file uploaded.			

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
NIL	0
No file uploaded.	

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 the publication	Number of citations excluding self citation
NIL	NIL	NIL	2020	0	NIL	0
No file uploaded.						

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
NIL	NIL	NIL	2020	0	0	NIL
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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	3	1	0
Resource persons	1	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
Campaign for better sanitation	NSS	3	60
Teach students of locality in pandemic	NSS	2	80
Distribution of Ration During OVI-19	NSS	5	100
Plantation Drive	NSS	7	150
No file uploaded.			

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 activities	Number of students participated in such activities
Swatcha Bharat Abhiyan	Government of India	Swatcha Bharat Abhiyan	10	120
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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	NIL	NIL	0
No file uploaded.			

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
NIL	NIL	NIL	07/12/2020	13/12/2020	0
No file uploaded.					

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	01/12/2020	NIL	0
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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
Others	Existing
No file uploaded.	

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 partially)	Version	Year of automation
SOUL	Partially	2.0	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	531	20741	0	0	531
Reference Books	8	0	0	0	8	0
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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	Video Camera and CEC	Youtube	15/07/2020
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	1	1	1	0	0	0	50	0
Added	0	0	0	0	0	0	0	0	0
Total	55	1	1	1	0	0	0	50	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
0	0

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 incurred on maintenance of physical facilities
14.5	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
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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/2017/05/4.4.2-2019-20.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 implementation	Number of students enrolled	Agencies involved
No Emission Day	08/11/2019	120	NSS
Fit India Movement	02/10/2019	67	NSS
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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 passed in the comp. exam	Number of students 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

3	3	30
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	268	UG	Sikkim University	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
Any Other	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NIL	NIL	0
No file uploaded.		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	National Taekwondo Championship	National	1	0	17NS0126	Pema Gyatso Sherpa
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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 2019-2020. 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. The Student Representative Council (SRC) played an important role in extending the volume of the college library . Students are also actively involved in various societies of the college like NCC, NSS, Discipline committee, and many others. Due to Covid-19 pandemic all activities like sports, cultural and many more has been cancelled in this academic session.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

95

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

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)

Namchi Government College believes in decentralization governance and participative management. The Institution is headed by Principal, Vice principal, Dean of Students Affairs, Administrative Officer and Head of various Department. The principal looks after the overall function of the college. The Vice Principal looks after the examination related issues and is also responsible for timely conduction of the examination. The is also the Convener of the Examination Cell. He is the one who communicated to the University for students related issues and college related issues. The Dean of students is incharge of the students matter. The Dean is also the convener of the admission process. The Administrative Officer looks after the administrative issues of the college. This is followed by the Head of various departments. So there is a proper decentralization of administrative powers. The Head of various department looks after the smooth functioning of each department. Not only this the college conducted Students Representative Council Election on yearly basis. The elected members of SRC election represents the students in relation to their grievances to the Head of the Institution. Inorder to see the internal Quality of the Institution IQAC committee is constituted as per NAAC guidelines. College also has a college management committee to discuss and put various demands in relation t the institution to the higher authority

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	The admission of Students is solely based on merit. A merit based online admission is the only mode of admission to the institute. Reservation of seats is as per the Government policy.
Industry Interaction / Collaboration	NIL
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 are conducted in the football ground. The college has six halls each with an intake capacity of two fifty and seventeen classrooms of which three have ICT facilities and can accommodate sixty students at a time. The college 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 facility which is used by all the departments on rotational basis for various academic activities.). The college library acts as a knowledge resource centre with textbooks, reference books, magazines, newspapers etc. and computers for use by the students. The total area of library is 155.84 sqmts. with separate reading space facilities for students and teachers. The augmentation of facilities like internet connectivity, procurement of library management system and purchase of books is already underway. The Govt. of Sikkim sanctioned science block is under construction which will house a central instrumentation facility to facilitate

research activities. It will also have a computer laboratory, seminar hall with refreshment rooms and adequate washrooms for students, faculty and guests. Similarly, a Govt. sanctioned college cafeteria is under construction for the use by students and faculties. The expansion of the above mentioned facilities will tremendously boost the college in terms of adequacy and requirements to meet future development

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 external examiners appointed by the university. Such practices provide ample opportunities to the students and faculties to undertake research activities and thereby enhance the knowledge and enrich the field. The Limboo department of the college brings out departmental annual bulletin and annual research journal to promote literary writings among the students, thereby enhancing research aptitudes. Similarly, department of English maintains wall magazine which allows expression of creativity and writings of students. The college organizes seminars, workshops and conferences to create and promote research environment in the institution.

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 motivated to upgrade their professional knowledge and

expertise through participation in refresher and orientation courses. They are also encouraged to pursue research as a part of continuous professional development for enhancement of competence and capabilities. Tutorial classes are an integral part of teaching process. Remedial classes for weak students were arranged. Smart class room is regularly used for audio-visual and power point presentations. The students are also encouraged to undertake activities such as inter-departmental quiz competitions, mode competitions, exhibitions, seminars, project works and assignments.

Curriculum Development

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 curriculum is revised by the affiliating university on a regular basis, in corroboration of which the curriculum of undergraduate programmes were revised and restructured in 2010 and 2014 respectively. 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 2010 and 2012 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-governance area	Details
<p>Planning and Development</p>	<p>The head of the institution has a timely interaction with CMC, IQAC members from time to time so as to plan all developmental activities in timely manner.</p>
<p>Administration</p>	<p>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. Student data is maintained</p>

	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
2019	0	NIL	NIL	0
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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)
2019	Orientation to Faculties Regarding NAAC requirements	NIL	22/10/2019	23/10/2020	40	0
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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	Number of teachers who attended	From Date	To date	Duration
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development programme				
NIL	0	02/12/2020	07/12/2020	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
19	0	12	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Reimburshment for teaching faculty by Government .	Medical Reimburshment for non teaching permanant members by Government .	Namchi Government College is fully funded by Government of Sikkim wherein there is free education scheme for students from Primary to Graduate 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 Institution where financial audit id conducted by auditor appointed by Director, Higher Education.
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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	NIL	Yes	Principal IQAC members
Administrative	Yes	Auditor Appointed by Director, Higher Education.	No	NIL

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

Namchi Government College dosent have any formal parent Teacher Association but Parents are called during the Induction meet for the newly admitted students. However two members from the parents are selected to be the member of IQAC
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committe as per NAAC Guidelines.

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. Online Teaching and conduction of online Examination are being conducted for students due to COVID 19 pandemic. Online Counseling to overcome stress are being conducted for students by IQAC members.

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
2020	Motivating Faculty for Initiation of Online Class	30/03/2020	30/03/2020	25/06/2020	1500
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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
Programme on self defense for girls	29/08/2019	30/08/2019	180	0
Counselling on mental health	27/09/2019	27/09/2019	87	42

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

Namchi Government college has 72 solar panels installed in the roof of the new building of girls hostels and staff quarter. This serves as a source of alternate energy. These solar panels not in the working conditions and has to

be repaired.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Physical facilities	Yes	2
Rest Rooms	Yes	3
Scribes for examination	Yes	0
Braille Software/facilities	No	0
Special skill development for differently abled students	Yes	2

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
2019	0	3	08/08/2019	1	Nepali Bhash Maanyata Diwas	Nepali Literature	26
2020	0	4	08/08/2020	1	Nepali Bhash Maanyata Diwas	Nepali Literature	21
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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)
NIL	07/12/2020	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	07/12/2020	10/12/2020	0
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

NIL

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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.

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/2017/05/7.2.1-2019-20.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

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

Provide the weblink of the institution

<http://www.namchigovernmentcollege.com/wp-content/uploads/2017/05/7.3.1-2019-20.pdf>

8.Future Plans of Actions for Next Academic Year

1. Request Higher Education, Government of Sikkim to start Post Graduation in few subjects. 2. To fill up all the vacant post. 3. Completion of Science building at the earliest. 4. Encourage students to publish all the term paper related issues in the from of short communication in National/International Journal. 5. Make hostel for both boys and girls available so as the students from rural areas can stay for accommodation. 6. Organizing More Seminar and Workshop and entrepreneurship programme targetting both faculty and students.