

The Annual Quality Assurance Report (AQAR) of the IQAC Sikkim Government College, Tadong, Gangtok, Sikkim-737102

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

I. Details of the Institution

1.1 Name of the Institution	Sikkim Government College, Tadong
1.2 Address Line 1	PO: Tadong
Address Line 2	Distt: East Sikkim
City/Town	Gangtok
State	Sikkim
Pin Code	737102
Institution e-mail address	sgct1977@gmail.com lilychettri@gmail.com
Contact Nos.	03592231917

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.70	2016	5 years
2	2 nd Cycle				

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College (State Govt.) Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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1.12 Name of the Affiliating University (*for the Colleges*)

Sikkim University (Central University)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

RUSA assisted

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

3

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

1

2.9 Total No. of members

17

2.10 No. of IQAC meetings held : 6

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- i. Request for further recruitment of regular faculty to the State Government.
- ii. A new Boys Hostel has been added with a capacity of 72 students.
- iii. An international conference on Gender and Equity related issues was organized by the college.
- iv. IQAC organized one State-level Conference on Teaching, Learning, and Evaluation.
- v. Online Admission
- vi. Recommendation for extension and renovation of College play ground.
- vii. Proper fencing of College campus was done.
- viii. Increase in speed and area coverage of wi-fi was achieved by means of dedicated bsnl line
- ix. A total of 84 students were recruited by various companies through the college placement cell.

2.15 Plan of Action by IQAC/Outcome: The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Construction of more Boys and Girls Hostel	The construction Boys' hostel has been completed and that of girls' hostel in under construction.
Recommendation for Conferences/Seminar	One international conference on issues related to gender and equity was held by the college and one state level conference on Teaching, Learning, and Evaluation was organized by IQAC
Recommendation for formation of new Student Representative Council (SRC)	SRC was formed through election
Drinking water Facilities in the campus.	New pipelines for hostels and staff quarters installed.
The placement cell to hold more campus recruitments	This year 84 students were recruited in the campus interviews.
Recommendation for starting PG courses in nine more subjects was made to the authority.	It could not be started for various reasons.
Recommendation wide coverage of wi-fi network.	Increase in speed and area coverage of wi-fi was achieved by means of dedicated bsnl line and Jlo
1.Starting Vocational Courses in two subjects (IT and Pharmacy)	Could not be started in 2016-17 . Approval has been obtained from Sikkim University and Government of Sikkim and both the courses will be started from academic session 2017-18.
Recommended for recruitment of more regular faculty	The process has been started by the government and the posts have been advertised.

Repairing of boundary wall	Proper fencing of College campus was done.
Recommendation for extension and renovation of College play ground.	This work is yet to be started.
To open state of the art Computer lab and language lab	They have been established and functioning well.
To make disabled friendly section in the Library	The work is in progress
To have a second computer lab for PG departments of Physics and Mathematics	It has been installed

** Academic Calendar of the year 2016 attached as Annexure I.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR for the academic year 2016-17 was placed before the college Management Committee.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	05	0	0	0
UG	19	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	24	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: ~~CBCS~~/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	24 (19 UG and 5 PG programs)
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Students' feedback is provided in the Annexure II*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

In 2016-2017 Sikkim University revised syllabi of both PG and UG, but only PG syllabi implemented in the 2017-2018 session.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others (language Resource Persons)
44	25	15	0	4

2.2 No. of permanent faculty with Ph.D.

21

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	72	0	0	0	0	0	0	0	72

2.4 No. of Guest and Visiting faculty and Temporary faculty

5 Guest	35 Contractual
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	56	42	62
Presented papers	16	11	17
Resource Persons	0	03	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The college has installed Smart Classes where faculties take classes using media resources. Field trips, industrial visits and educational tours outside Sikkim.
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2.7 Total No. of actual teaching days during this academic year

195

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Multiple Choice Questions

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

15	11	11
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2.10 Average percentage of attendance of students

86%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	GRADES						
		A	A ⁻	B ⁺	B	Incomplete	Fail	Pass %
MA in English	19	01	03	12	02	01		94.73
MA in History	03			01	01		01	66
MA in Economics	06		03	03				100
MSc in Physics	05		02	03				100
MSc in Mathematics	07			02	04		01	86
English Honours	45		06	24	08	04	03	86.66
Nepali Honours	31	01	08	14	06	02		93.54
Bhutia Honours	29		06	11	06	06		79.31
Lepcha Honours	31	01	03	18	04	05		73.87
Limboo Honours	16			10	03	03		81.5
Economics Honours	38		02	11	17	08		78.68
Political Science Honours	68		09	31	19	05	04	92.64
History Honours	62	01	05	24	20	03	06	85.48
Physical Education Honours	48		05	17	17	09		81.25
Geography Honours	46	01	18	20	02	05		89.13
Sociology Honours	41		01	14	23	02	01	92.68
Education Honours	44		05	16	11	11	01	72.72
Tourism Honours	60		04	17	25	13	01	76.66
Physics Honours	60		08	21	13	11	07	70
Botany Honours	78		05	31	30	10	02	84.61
Mathematics Honours	36		03	17	09	06	01	80.55
Chemistry Honours	35		02	14	06	13		66.66
Zoology Honours	64		04	14	29	15	02	73.43
B.Com Honours	186	02	31	90	41	22		86.55

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

It holds conferences, whenever possible, to sensitize the faculty members about the recent developments in pedagogy of teaching. It has held one conference of such type titled: Teaching, Learning, and Evaluation

It invites students' feedback about their learning experience in the classes and confers with the teachers to make them aware of the students' problems.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	05
HRD programmes	01
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	10
Others (conference)	65

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	41	04	0	06
Technical Staff	05			03

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Teachers have been requested to write research proposals for projects and to hold academic seminars in the college. They have been also updated regarding RUSA guidelines for fund mobilisation

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	24.0			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	1		
Outlay in Rs. Lakhs	5.92	3.36		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	3	
Non-Peer Review Journals		1	
e-Journals	1		
Conference proceedings	2	3	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned(L)	Received (Lakhs)
Major projects				
Minor Projects	14-16	UGC	5.92	5.49
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	13-18	DBT	3.36	1.12
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)	14-17	DBT	39.4	29.0
Total			48.95	35.61

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE DBT Biotech Hub

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	5	2		1
Sponsoring agencies	RUSA	DST TERI	DBT, RUSA		

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
			5			

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

5

8

3.19 No. of Ph.D. awarded by faculty from the Institution

2

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 2 SRF Project Fellows Any other 1

3.21 No. of students Participated in NSS events:

University level 20 State level 300
National level International level

3.22 No. of students participated in NCC events:

University level State level 123
National level 24 International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level 28
National level 1 International level

3.25 No. of Extension activities organized

University forum	2	College forum	5		
NCC	9	NSS	8	Any other	14

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Declaration of Making Green Campus and work towards it
- Blood donation camps, Cleanliness drive, plantations, AIDS, Community health, substance abuse awareness and environmental awareness camps

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	22.15 acres	-	Govt. Of Sikkim	22.15 acres
Class rooms	31	10	HRDD/RUSA	41
Laboratories	24	07	HRDD/RUSA	31
Seminar Halls	2	-	RUSA/HRDD	02
No. of important equipments purchased (≥ 1.0 lakh) during the current year.	12	03	RUSA/HRDD	15
Value of the equipment purchased during the year (Rs. in Lakhs)	92.03	7.41	HRDD, GOVT. OF SIKKIM	99.44
Others	-	-	-	-

4.2 Computerization of administration and library

1. Internet access in library, administrative building all the departments of the college through BSNL landline broadband connections.
2. Fourteen (14) new computers installed in the central library.
3. Work for MIS is under process.
4. Online admission
5. Information is disseminated through college website
6. OPAC and INFLIBNET facility installed

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19565	-	1202	2,50,000 Including reference	20,767	
Reference Books	2000	-	96		2096	
e-Books	Access through UGC INFLIBNET					
Journals	43 Print + Access through UGC INFLIBNET				43+6000	-
e-Journals	Access through UGC INFLIBNET					-
Digital Database	Access through UGC INFLIBNET					-
CD & Video	30	-	-	-	30	
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	51	01	NIC connection	08 PC with LAN	-	07	28	02
Added	83	01	20 bsnl broadband connections and Jio connection	14 PC with LAN in library	-	-	10	-
Total	134	02		22	-	07	38	02

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Computer: The college employees and students have access to the computer labs and departmental computers; library also provides computer and internet facility. The college has decided to start a new B.Voc. course in Software Development from next academic session for which the college has already placed order of about 80 desktop computers.

Internet: the college is fully equipped with round the clock internet facility with a speed of 64 Mbps in collaboration with BSNL networks and NIC. Twenty different BSNL landline broadband connections installed for smooth connectivity in each departments of the college. Recently Work on Jio connection is on the verge of completion.

Training: The computer lab and the computer science teacher is accessible to teachers/students/non-teaching staff for any kind of IT related problem and its solution.

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.0
ii) Campus Infrastructure and facilities	87.48
iii) Equipments	7.41
iv) Others (Conferences)	5.52
Total:	101.41

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. IQAC advises the College Web Site committee to revise the site from time to time to make students aware about the support services that are available to them in the college.
2. It coordinates different committees responsible for the up keep of the existing facilities such as:
 - a) Two college buses.
 - b) Boys and Girls' Hostels.
 - c) College Ground.
 - d) Library and Xerox facilities.
 - e) Health Centre.
 - f) Gymnasium.
 - g) Canteen
 - h) Girls and Boys' Common Rooms.
 - i) Internet facilities.
 - j) The supply of drinking water to the students.
 - k) Holding of regular election of Students' body. For the efficient functioning of the student body, a fully furnished office has been provided to them.
 - l) In this year, IQAC held talks with the Alumni Association and secured their financial help to establish the College Botanical Garden.
 - m) IQAC encourages the entire student community to actively participate in Campus placement drives, blood donation camps, social forestry, cleanliness drive, and other activities falling under Institutional social responsibility.
 - n) Under the Annual Village Adoption Program of NSS, every year two villages are adopted for overall social, educational and economic awareness amongst the village people.
3. The library is being made disable-friendly by constructing ramps and by purchasing Braille books.
4. IQAC promotes both student and teachers to actively participate in the field trips/educational tours so as to make the "Project work" of outgoing UG student a meaningful and learning exercise. Group discussion is an integral part of this activity.

5.2 Efforts made by the institution for tracking the progression

The data about students' progress is mainly collected from the Alumni Association. Recently, we have requested the Association to launch their own website so that it becomes a veritable source in future for the college to track the progression of its students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3062	103	2	

(b) No. of students outside the state

23

(c) No. of international students

01

	No	%		No	%
Men	1317	41.58	Women	1850	58.41

Last Year (2015)						This Year (2016)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
470	47	554	195		1256	299	46	494	156	2	997

Demand ratio 1:3

Dropout % < 10%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The Career Guidance and Placement Cell trained and counselled a total of 919 students for various job oriented examinations. 84 students were recruited through campus interview.

No. of students beneficiaries

919

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

There is a Career Guidance and Placement Cell. This year the Cell invited the following companies namely Zydus Health Care, Institution of Company Secretary of India, Indigo Airlines, Thomson Digital, Teach for India, Elements Gangtok. These companies held a number of contact rounds with the students and counselled **919** students. Finally, they selected **84** students as apprentice in their concerns with promise to absorb them in future if found competent. Besides, the Cell makes the students aware about the various national and state level competitive examinations. The Cell is also planning to call more national and multi-National Companies for future placements of the students.

No. of students benefitted:

84

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	919	84	

5.8 Details of gender sensitization programmes

There is an active and functional Gender Sensitisation Cell. The Cell held three day International Seminar using funds given by RUSA under its Equity Component.

The Cell also looks after all cases related to eve teasing and harassment of the girls by the boys in the college. The process is two tiered: the matter is reported to the Cell which then sends it to the Disciplinary Committee. The Committee, as per the rules and regulations of the College, decides the appropriated penalty for the erring students. The punishment ranges from simple explanation from the student to the effected girl student to suspension and in extreme cases to expulsion from the College.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government [Ishan Uday scholarship -UGC]	132	Rs 5400.00 pm per student
Financial support from other sources [Mahendra Finance scholarship]	40	Rs 10000.00 per annum per student
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students :

5.13 Major grievances of students (if any) redressed: _

1. The capacity of the boys' hostel has been increased from 72 students to 144 students by constructing a new hostel building so as to accommodate students coming from remote areas of Sikkim.
2. New dedicated water supply line for the both boys' and girls' hostels.
3. Metallic road leading to the Boys' hostel has been constructed.
4. Book worth Rs. 10.0 lakh has been procured.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the Institution:

Sikkim Government College, Tadong, was the first institute of higher education in the State of Sikkim. It was established in 1977 with a view to cater to the needs of students who were compelled to go outside the state after completing their higher secondary education. This was the only college offering B.A./ B.Sc./B.Com general/honours courses till 1985. At present there are more than seven Colleges offering undergraduate courses. This institute started postgraduate courses in five subjects in 2015 and is currently affiliated to Sikkim University (A Central University). As a premier educational institute of higher learning in the state, the college has established a benchmark for providing quality education in this region. This institute has been upgraded into a State University by Act of Legislative Assembly in March 2017 and is proposed to become functional from the academic session 2018-19. Our vision is to have transformational impact on students by inculcating qualities of competence, excellence and ethical character while meeting employment and knowledge aspirations of the state in particular and the country in general.

Mission of the Institution:

1. To provide instructional and research facilities in such branches of learning as it may deem fit so as to produce a pool of responsible, informed, wise, scientifically tempered and employable human resource.
2. To sensitize students to the cause of improvement in ethical, social and economic concerns with special attention on gender, equity, human rights and environmental issues.
3. To focus on intellectual, academic, cultural and other extracurricular developments of the students
4. To facilitate young learners with opportunities to hone their ethics and leadership potential.

6.2 Does the Institution has a management Information System

Work on the development of MIS is currently going on and it is partially functional at present.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

More than 20 teachers of different departments of this college are the members of Board of Studies of the affiliating University (Sikkim University) and they do actively participate in the periodic revision of syllabus of various undergraduate and postgraduate courses. The faculty members of this college are also engaged in the proposed restructuring of all undergraduate courses of the University.

6.3.2 Teaching and Learning

All the faculty members do take utmost care while delivering their lectures so as to reach the maximum number of pupil in a classroom and make them understand the subject matter. Tutorial classes are an integral part of teaching process. Remedial Classes for weak students were arranged during 2016-17. Smart class room is regularly used for audio-visual and power point presentation. Semester system is in place since 2007-08 and the teachers have acclimatized themselves in the system. Lectures and seminars by internal as well as external resource persons are regularly held in our own auditorium. Well equipped laboratories in all the science departments are an important place of learning. Students taking non-lab based subjects (Arts and commerce subjects) are made to undertake one project in each of the subjects. They are asked to make a talk assisted by ppt. This option gives them an opportunity for interactive teaching-learning platform. Learning process is augmented by a central library with more than 20,000 numbers of text books and about 2000 reference books. Students and teachers have access to research journals through INFLIBNET. Each department of the college has its own departmental library, computers, printer, LCD projector, landline telephone with internet facility. These ICT tools are useful in the teaching – learning exercise. Students are also taken for study tour, industrial visits and field trips to various places inside and outside the state. IQAC promotes both student and teachers to actively participate in the field trips/educational tours so as to make the "Project work" of outgoing UG student a meaningful and learning exercise. Group discussion is an integral part of this activity.

6.3.3 Examination and Evaluation

Semester system courses not only increases the efficiency of teaching – learning process, it also decreases the burden of examination-related stress of the students. Our institution has a student friendly mechanism for continuous evaluation in the form of mid-term test and term paper presentation. A final examination of each paper is held at the end of the semester. Whereas continuous evaluation is done internally, the end term answer scripts are evaluated externally by the university.

6.3.4 Research and Development

Faculty members are engaged in various minor and major research projects funded by different agencies UGC, DBT, DST etc. And there is a research cell in the college to facilitate/encourage teachers to pursue R&D works.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Journal access through UGC INFLIBNET. 14 PC with BSNL broadband connectivity in the library. All the departments are equipped with PC with BSNL broadband connectivity, printer, LCD projector and screen.

Library is well equipped with collection of more than 22000 books and subscription of 43 print journals.

6.3.6 Human Resource Management

Human Resource Management is done by the Human Resource Development Department, Government of Sikkim. At the institutional level the human resource is managed by the Principal.

6.3.7 Faculty and Staff recruitment

Recruitment, promotion and transfers are monitored by the Human Resource Development Department (HRDD), Government of Sikkim. HRDD, Government of Sikkim is likely to recruit more regular teachers by the end of 2017. The posts have already been advertised.

6.3.8 Industry Interaction / Collaboration

Different hydro power projects and pharmaceutical factories established in Sikkim encourage our students to perform project works in their industries. They also recruit our students.

6.3.9 Admission of Students

Merit based online admission is the only mode of admission into the college since 2016. Reservations of seats are done as per the Government policy.

6.4 Welfare schemes for

Teaching	Full medical reimbursement, residential quarters in the campus.
Non teaching	Full medical reimbursement, residential quarters in the campus.
Students	Free studentship to all Sikkimese students and a very nominal fee for others. Two college buses for day scholars. Economical hostels for girls and boys. Health service is free for all the students.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	No			

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Representatives of this College in different statutory bodies of the affiliating university such as College Development Committee and Academic Councils actively participate in the subject matter related to academic reforms. For internal evaluations we follow a transparent system of showing the assessed answer script to all students simultaneously in the class and allow them to interact with the evaluator for correction in the marks awarded, if any. They are also made aware of their weaknesses by the concerned teachers who also guide them to improve their academic performance.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not applicable

6.11 Activities and support from the Alumni Association

Alumni Association of this institution is very active and supportive. They have helped the college in establishing a botanical garden in the campus during 2016-17.

6.12 Activities and support from the Parent – Teacher Association

The Parent – Teacher Association has been helpful in maintaining discipline amongst the erring students.

6.13 Development programmes for support staff

The college encourages all the non-teaching staff to participate in different training programs (computer, government –rules etc.) organized by different government and non- government organizations.

6.14 Initiatives taken by the institution to make the campus eco-friendly

There is a Green-campus committee in the college. We have established one botanical garden this year. The campus is full of trees, especially, the area below the playground is home to various flora and fauna. There are more than two natural spring water sources.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Free internet access (through desktops) to the students in the central library building. This facility gives them opportunity to access internet and browse various resource sites including inflibnet.
2. Department wise wi-fi and LAN through BSNL phone line
3. For the overall develop of the students, a cultural-cum-sports festival was organized from 13-25 April.
4. The college organized several conferences and seminars as described in other sections
5. There is a Career Guidance and Placement Cell (CGPC). The CGPC counselled **919** students of which **84** students were selected. The Cell is also planning to call more national and multi-National Companies for future placements of the students.
6. Blood Donation camp, plantation drives, swachha bhara abhiyan, yoga camps and many other extension activities are held regularly.
7. Waste management system has been developed in the college. Several compost pits, biological waste pits for science labs are being constructed in the campus. A resource recovery center has been completed.
8. Annual literary activity is an integral part of students' extension program.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Please refer to section 2.15 for ATR.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Semester system of Teaching and Learning and continuous evaluation
2. Online admission system

** Pl see details in annexure III*

7.4 Contribution to environmental awareness / protection

The Green-campus committee conducts awareness campaigns about environment , wildlife and forest. The students are encouraged to avoid plastic bags. Lectures on conservation, sustainable development, pollution and its minimization techniques are regularly held . We have established one botanical garden this year.

7.5 Whether environmental audit was conducted? Yes No

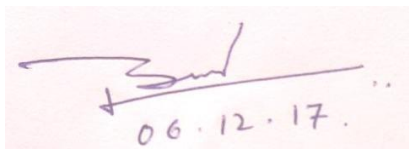
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

1. To request the Government for filling up the vacant teaching post and creation of additional vocational courses and non- teaching posts.
2. To start five new post graduate courses in the subjects Chemistry, Zoology, Botany, Political Science and Commerce.
3. To establish laboratories for post graduate courses in Chemistry, Zoology and Botany
4. To start new undergraduate courses in subjects such as Biochemistry and vocational courses in Organic Farming and Fashion Designing
5. To organize national/international level seminar/conference
6. To renovate main gate and to repair the existing boundary walls.
7. To request the Government for appointment of skilled staff such as (a) electrician, (b) carpenter, (c) plumber (d) gardener for day to day maintenance.
8. To request the Government/other funding agency to establish one more girls' hostel to accommodate at least 100 students.
9. To establish a state of the art science instrumentation centre in the campus.
10. To repair the approach road from auditorium to the existing Boys' hostel.
11. To establish a language laboratory

13. Installation of equipments in the newly constructed Gymnasium.
14. To start online feedback system for students
15. To renovate the existing seminar hall
16. To take students to educational Tours outside the State including Northeast India
17. To organize training program for Non-teaching staff

Name Dr. Bhakta Kunwar



06.12.17.

Signature of the Coordinator, IQAC

Name : Dr. (Mrs.) Lily Alley



6.12.17

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test

NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure I

SIKKIM GOVERNMENT COLLEGE, TADONG

Acedemic Calender 2016

Even (Spring) Semester-2016

Beginning of classes:	4 Feb
Re-registration of subsequent students:	5-9 Feb.
NSS blood donation Camp:	14 Mar.
Sessional Test-I :	25-30 Apr.
Sessional Test-II/ Term Papers.:	4-11 May
Sessional Test-II/ Practical Exam.:	13-20 May
Plantation drive by NSS:	25 May
Form fill-up for End-term exam:	25-29 May
Study Leave for students	30 May-4 June
New Admission process begins:	5 June
End-term examinations:	5-19 June.
Summer Break begins:	20 June.

Odd (Monsoon) Semester-2016

Admission process completes by:	9 July
Beginning of classes:	10 July
Re-registration of subsequent students:	11-15 July
Induction meet for Freshers:	3 Aug.
Plantation Drive by Nature club:	7 Aug.
NSS Cleanliness drive:	4 Sept.
NSS blood donation Camp:	14 Sept.
Sessional Test-I:	16-22 Sept.
CGPC counselling activity begins on:	28 Sept.
Sessional Test-II/ Practical Exam.:	7-13 Oct.
Form fill-up for End-term exam:	4-7 Nov.
Literary activity by Nature club:	9 Nov.
End-term exam:inations:	1-15 Dec.
Winter Break begins:	16 Dec.

Even (Spring) Semester-2017

Beginning of classes:	1 Feb
Re-registration of subsequent students:	2-8 Feb.
CGPC counselling activity begins on:	First week of March
NSS blood donation Camp:	14 Mar.
Sessional Test-I :	20-23 Mar.
Sessional Test-II/ Term Papers.:	First week of April
Annual Sports Meet	13-18 Apr.
Cultural Fest:	18-25 Apr.
Sessional Test-II/ Practical Exam.:	First week of May
Annual Sports Meet:	25-28 Oct.
Form fill-up for End-term exam:	Third week of May
Study Leave for students	12-15 June
End-term exam:inations:	16-29 June.
Summer Break begins:	30 June.

Principal

[Dr. (Mrs.) Lily Alley]

Annexure II

Analysis of students' feedback 2016-17

SIKKIM GOVERNMENT COLLEGE, TADONG

The students were asked to insert the filled up feedback from inside a secret box at the end of each semester. They were given six options, namely, a) very poor, b)poor, c)average, d)good, e) very good, and f)excellent, for assessing various features/parameters of each paper of the course. The following statements show the result of analysis where each box denotes the percentage of students opting for that category.

Question/ parameter	Course	Percentage (%) of students opting					
		Very poor	Poor	Average	Good	Very good	Excellent
Overall impression of the Course	B.A.	0	1	2	40	38	19
	B.Sc	0	1	3	39	39	18
	B.Com.	0	1	2	43	37	17
Was the syllabus well structured?	B.A.	0	1	2	41	38	18
	B.Sc	1	1	3	39	38	18
	B.Com.	0	1	2	43	35	19
Were the contents well covered?	B.A.	1	2	3	39	37	18
	B.Sc	1	2	3	40	37	17
	B.Com.	1	2	4	42	36	15
Were the papers interesting?	B.A.	1	2	3	38	38	18
	B.Sc	1	2	3	40	36	18
	B.Com.	1	2	4	41	35	17
How good was the method of teaching?	B.A.	0	1	3	41	40	15
	B.Sc	0	1	2	44	37	16
	B.Com.	0	1	2	41	37	19
Were the lectures clear?	B.A.	0	2	3	40	40	15
	B.Sc	0	2	4	42	36	16
	B.Com.	0	2	3	43	38	14
	B.A.	0	1	4	40	41	14

Seating arrangements in the classroom?	B.Sc	0	1	3	44	38	14
	B.Com.	0	1	4	44	38	13

Question/ parameter	Course	Percentage (%) of students opting for					
		Very poor	Poor	Average	Good	Very good	Excellent
Punctuality of the Teachers	B.A.	1	3	4	40	38	14
	B.Sc	1	5	3	44	35	12
	B.Com	1	4	3	39	38	15
Interaction of teacher with students	B.A.	1	1	2	41	38	17
	B.Sc	1	2	2	44	33	18
	B.Com	1	2	2	41	39	15
Completion of syllabus within stipulated time	B.A.	1	1	3	43	38	14
	B.Sc	1	2	2	37	46	12
	B.Com	1	1	3	41	38	16
How well were the term papers/practical classes organized?	B.A.	0	1	2	43	38	16
	B.Sc	0	1	2	37	46	14
	B.Com	0	1	1	41	38	19
Give an overall rating of your teachers	B.A.	0	1	3	42	38	16
	B.Sc	1	1	3	39	42	14
	B.Com	0	1	2	41	38	18

Impressions: The overall performances of the teachers are very good. The syllabus and its contents are well structured. Seating arrangements in the class room are adequate.

Principal

[Dr. (Mrs.) Lily Alley]

Two Best Practices of the institution

1. Semester system of Teaching and Learning and continuous evaluation

Semester system courses not only increases the efficiency of teaching – learning process, it also decreases the burden of examination-related stress of the students. Our institution has a student friendly mechanism for continuous evaluation in the form of mid-term test and term paper presentation. A final examination of each paper is held at the end of the semester. Whereas continuous evaluation is done internally, the end term answer scripts are evaluated externally by the university.

2. Online admission system

Online admission system is one of the best practices in an educational institution It offers

1. Free and fair platform for all sections of society
2. Meritorious students are get preference
3. One can fill up the form any location of the world
4. Tracking of status of admission process is easier
5. The system automatically does most of the preference related works in the admission process
6. Business transactions are transparent and hence it gives no scope of corruption
7. It is more meaningful while publishing the 2nd , 3rd or waiting or final list of selected students.

Principal

[Dr. (Mrs.) Lily Alley]