

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)

| |
|--|
| |
|--|

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*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

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.

| |
|----|
| -- |
|----|

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 |
|---------|----------------|

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. |
|--|

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 |
|----|----|----|

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

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

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

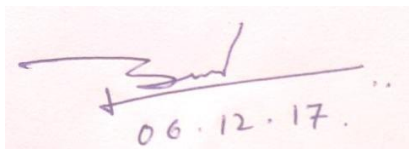
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

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



Signature of the Coordinator, IQAC

Name : Dr. (Mrs.) Lily Alley



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]