

**SANCHAMAN LIMBOO GOVERNMENT COLLEGE,
GYALSHING, WEST SIKKIM. 737111.**

NAAC ACCREDITED



Academic and Administrative Audit

2022-23

Vision

Sanchaman Limboo Government College Gyalshing is committed to creating and sustaining conditions that enables all its students to experience an educational journey that is intellectually, socially and personally transforming. The college also envisions promoting Liberty, Justice, Equality and Fraternity and helps students to meet Economic, Social and Environmental challenges to become active participants in shaping the world of the future.

Mission

The mission of the institution is to bridge the gap between the rural and urban divides, taking the benefit of education to the poor and marginalized and aiming at their empowerment. To nurture students to become caring, responsible and open minded citizen in order to serve society, their state and the nation.

About the College

Situated on the lap of mighty Kanchenjunga with Khecheopalri wish fulfilling lake in the north, Sangachoeling Monastery in the northwest, Pemayangtse Monastery in the north-east and Kirateshwar Mahadev Mandir in the south lies a beautiful village "Aarigaon, Yangthang" a place where Sanchaman Limboo Government College, Gyalshing is located. Sikkim Government College, Gyalshing was recently renamed as Sanchaman Limboo, Government College, Gyalshing, West Sikkim (as per the notification No. 01/Home/2023). It is three kilometers away from the district headquarter Gyalshing with a sprawling campus of 26 acres located away from the din and tumult of city life offering a great ambience for studies. The college came into existence in the year 2011 as an affiliate campus of Vinayaka Mission Sikkim University. Since 2012, it has been functioning as one of the affiliated colleges of Sikkim University, A Central University established by an Act of Parliament of India in 2007 and strives for academic excellence keeping with the college motto '**Emancipation through Knowledge**'.

The teaching curricula are divided into two major modules with two semesters per year extending from July - December known as Odd Semester and February-June known as Even semester. The institution has been efficiently using ICT enabled classrooms to facilitate the effective delivery of curriculum and to improve teaching practices.

Students are well-disciplined and the teaching fraternities are equally dedicated. Students give importance to certain objective values, norms and principles. Students are encouraged to be responsible, regular and punctual at work and are trained to develop capacity to think objectively and discuss freely. The strength of the College at present comprise of 56 teaching faculty, 30 non-teaching staff, 1521 students and 15 Departments B.A. Honours, B.Com and M.A. in Political Science. The teacher pupil ratio is very healthy which is 1:27 in ratio as a result of which individual attention is given to every student and the performance of the students can be tract easily over a period of time. The policy of the state providing free and fair education is applicable to this institution since it is under the administrative control of the Government of Sikkim. Free education is provided to the poor local students and negligible amount of fees are charged for non-local candidates. The college consists of well qualified faculty members committed to curriculum development and innovation, involving themselves wholly in the process of institution building, besides initiating various extracurricular activities.

Academic & Administrative Audit

Introduction

Accreditation has been the most perceptible determinant for reflective review within Higher Education. NAAC, one of the professional accrediting agencies for most of the HEI's in India, provides a regularized, structured mechanism for quality assurance and improvement through a process of Self-study and Peer Review. While each accreditation cycle is reflective of the functioning of an institution for a span of 5 years, institutions are expected to continuously improve their Academic and Administrative functioning irrespective of their current status. Academic and Administrative Audit (AAA), supports in maintaining the standard of excellence in Higher Education. A strong administrative set up and periodic auditing serve as a foundation for a quality oriented academic system.

Undertaking an academic and administrative audit from time to time will aid an institution to review the processes or procedures that the administration and faculty members use to provide quality education in their institution and department.

Keeping in mind the significance of Academic and Administrative Audit (AAA) for the quality enhancement of the institute the Internal Quality Assurance Cell of Sanchaman Limboo Government College, Gyalshing, West Sikkim has taken the initiative of conducting such audit annually for the betterment of the student in particular and the institute in general.

Objective:

The objectives of the Sanchaman Limboo Government college Academic and Administrative Audit are to:

1. Assess the role of the administration and staff in promoting and sustaining the administrative environment and ethics required for teaching, learning, research and outreach.
2. Assess the academic strength, performance and professionalism of the faculty, and

3. Ascertain the status and the adequacy of the infrastructure to conduct teaching, research and co-curricular activities.

Function:

The functions of the Sanchaman Limboo Government College Academic and Administrative Audit team is to:

1. Provide an overview of the teaching – learning – evaluation process of the institution and the strategies adopted,
2. Assess the academic administration, decision and executions, academic strength and professionalism of the faculty, infrastructure from teaching – learning, research and administration, facilities for staff and students, best practices and distinct characteristics of the institution.
3. Assess whether the programmes and related activities are in consonance with the vision, mission, objectives of the institution and its quality framework.
4. Prepare report on Academic and Administrative Audit followed by thorough evaluation and implementation of reforms therein for the quality enhancement of the institute.

Members:

The Sanchaman Limboo Government College Academic and Administrative Audit Team comprise of the Principal of the College, Administrator, Dean of Student Affairs, Vice Principal, the Coordinator and all the members of IQAC of the College.

Details of the Academic and the Administrative Audit submitted by the various committees and the departments of Sanchaman Limboo Government College, Gyalshing, is enclosed herewith.



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG IQAC/ADM 2023 Dated:

Academic and Administrative Audit(AAA) – Internal Academic Year 1st July 2022-30th June 2023 Administrative Report

1. Name of the Institution :Sanchaman Limboo Govt. College, Gyalshing, West Sikkim-737111
2. Date of Establishment:28th June, 2011
3. Name of the Head of the Institution: Dr. Kishor Kumar Rai
4. Designation of Head of the Institution: Principal (I C)
5. Contact Details of College: Landline:03595-250500
6. Contact Details of the Principal: Mobile No. 98325-88885
7. Date and Year of NAAC Accreditation: 01st April, 2019
8. Date of Recognition by UGC under section 2(f): Yes, 22.06/2016
9. Date of Recognition by UGC under section 12(B): NA
10. University to which college is affiliated: Sikkim University.
11. Nature of Affiliation: Temporary Affiliation
12. Nature of Funding: Yes No

Government Funded	Grant in-aid	Private/Self Financing	Any other
Yes	No	No	No

(Note: Necessary documents to be maintained)

13. Faculties:

Arts		Science		Commercee		Vocational		Distance Education	
2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023
52				2					

(Note: A copy of college prospectus to be maintained)

14. Programmes offered: UG-14, PG-1

15. Total Teaching Staffs (Current Academic Session): 54

16. Details of Teaching Faculty (2022-2023):

Sl.No	Name	Qualification	Designation	Department	Experience	Nature of Appointment	Date of Joining
1.	Mr. Thupten Palzang Bhutia	M.A	A P	Bhutia	12	Regular	22.09.2018
2.	Mr. Tshering Palden Bhutia	M.A	A P	Bhutia	3	Adhoc	09.09.2019
3	Ms. Rinzing Ongmu Bhutia	MA, SLET	AP	Economics	1.9 month	Adhoc	7.9 2021
4	Mr. Rajiv Jairu	M.A, NET	A P	Economics	5	Regular	06.08.2018
5	Ms. Archana	M.A, M.Phil.	A P	Economics	5	Regular	06.08.2018

	Tamang	NET, PhD(Pursuing)					
6	Mr. Bijay Gurung	MA/NET	AP	Economics	5	Adhoc	18.1.2021
7	Dr. Kesang Wangmo Bhutia	MA.M .Phil B.ed. Ph.D	AP	Economics	20	Regular	4.9.2021
8	Mr. Bikash Sharma	M.A. NET	A P	English	10	Regular	06.08.2018
9	Dr. Kritika Nepal	Ph.D	AP	English	1	Adhoc	7.9.2021
10	Ms. Diki Lhamu Lepcha	M.A. B.Ed	A P	English	7	Adhoc	10.08.2015
11	Ms. Diki Chomu Bhutia	MA. NET	AP	English	1	Adhoc	8.9.2021
12	Dr. Rita Lamichaney	M. Phil. Ph.D	AP	English	12	Adhoc	25.10.2021
13	Mrs. ArpanaSilwal	M.A. B.Ed. TET	A P	Education	11	Adhoc	26.08.2011
14	Dr. Shanker Luitel	Double -MA. MED. M-Phil. Ph.D	AP	Education	15	Adhoc	8.9.2021
15	Mrs. Salma Lamichaney	M.A. . SLET B.Ed. CTET.STET	A P	Education	6	Regular	06.08.2018
16	Mrs. Kabita Gurung	MA/SLET .B.Ed	AP	Education	12	Adhoc	19.1.2021
17	Dr. Renuka Sharma	M.A. SLET, Ph.D	A P	Geography	10	Regular	04.08.2018
18	Mrs. Karma Choden Bhutia	M.A. NET, SLET	A P	Geography	12	Regular	06.08.2018
19	Mr. Naresh Bhusal	M.A. NET, JRF	A P	Geography	3	Adhoc	05.03.2020
20	Mr. Rajiv Rai	MA.NET, SLET	AP	Geography	2	Adhoc	19.1.2021
21	Mrs. Renuka Khatiwara	M.A	A P	History	12	Adhoc	26.08.2011
22	Mrs. Aruna Chettri	M.A. B.Ed	A P	History	7	Adhoc	10.08.2015

23	Mrs. Mayalmit Lepcha	B.Ed. M.A. PhD(Pursuing)	A P	History	7	Adhoc	03.03.2015
24	Dr. Bikash Karki	MA. M.PHIL. B.Ed. PHD	AP	History/EHS	17	Regular	3.12.2020
25	Ms. Sanphung Hangma Subba	MA. SLET. B.Ed	AP	History	1.9 month	Adhoc	8.9.2021
26	Mr. DadupTshering Lepcha	MECM, B.Ed	A P	Lepcha	5	Adhoc	01.07.2017
27	Mr. Pema Loda Lepcha	M.A	A P	Lepcha	3.9 month	Adhoc	06.09.2019
28	Mr. Pem Dorjee Lepcha	M.A	A P	Lepcha	3.9 month	Adhoc	06.09.2019
29	Mr. B.M. Subba	M.A(English. Pol/ science & Limboo)	A P	Limboo	12	Regular	21.09.2018
30	Mr. B.B. Subba	M.A(Limboo, Economics & English)	A P	Limboo	12	Regular	21.09.2018
31	Mr. Pahang Limboo	MA/B.Ed. SLET	A P	Limboo	2	Adhoc	19.1.2021
32	Dr. Dilli Ram Sharma	M.A, PhD	A P	Nepali	3.9 month	Adhoc	09.09.2019
33	Mr. Sandeep Tamang	MA, NET.JRF. B.Ed	AP	Nepali	2	Adhoc	18.1.2021
34	Dr. Bibek Chettri	M.A. M.Phil. Ph.D	A P	Nepali	7	Adhoc	14.07.2014
35	Mrs. Manju Tamang	B.PE. M.P.Ed	A P	Phy. Education	7	Adhoc	14.07.2014
36	Mr. Enosh Tamang	B.PE. M.P.Ed	A P	Phy. Education	11	Adhoc	01.09.2011

37	Mr. Anup Pradhan	Mp.Ed .NET	AP	Phy Education	1.9 month	Adhoc	10.9.2021
38	Mr. Surendra Rai	M.A. B.Ed. TET	A P	Pol. Science	10	Adhoc	01.04.2013
39	Dr. Bittu Subba	M.A. M.Phil. . NET. JRF. Ph.D	A P	Pol. Science	6	Regular	06.08.2018
40	Dr. Susan Rai	M.A. NET JRF. SLET. Ph.D	A P	Pol. Science	11	Regular	06.08.2018
41	Mrs. Lucky T.Lama Sherpa	M.A. M.Phil. B.Ed. TET. SLET	A P	Pol. Science	13	Regular	06.08.2018
42	Mr. Ujjwal Subba	M.A. B.Ed. STET. NET	A P	Pol. Science	3	Adhoc	11.03.2020
43	Mr. Garja Man Rai	MA. M.phill. NET	AP	Pol Science	1.9 month	Adhoc	7.9.2021
44	Mr. Mingma Ongchun Sherpa	MA. M Phil. NET	AP	Pol Science	1.9 month	Adhoc	8.9.2021
45	Mrs. Sedem Bhutia	B. Ed. TET. M.A(Pol. Science. Sociology. Education). M.Phil. NET. SLET. PhD (Pursuing)	A P	Sociology	11	Regular	04.08.2018
46	Dr. Amit Manger	M.A. M.Phil. NET.SLET. PhD.	A P	Sociology	3	Adhoc	11.03.2020
47	Dr. Dawa Doma Sherpa	B.Ed. MSO. MTM. NET. Ph.D	A P	Tourism	7	Adhoc	10.08.2015
48	Mr. Amit Rai	MTA	A P	Tourism	11	Adhoc	30.08.2011
49	Ms. Udenla Bhutia	M.A. B.Ed. NET. SLET	A P	EHS EVS	3	Adhoc	04.03.2020

50	Mr. Jigdol Tenzing Gyalpo Bhutia	M.Sc., NET. JRF	AP	EVS	1.9 month	Adhoc	8.9.2021
51	Ms. Pema Choki Bhutia	MA. NET.JRF	AP	Sociology	1.9 month	Adhoc	8.9.2021
52	Mr. Pema Rinzing Bhutia	MA M.Phil. NET JRF.SLET. Ph.D (pursuing)	AP	Sociology	11	Regular	2011
53	Mr. Ajay Chettri	M.com. Net	AP	Commerce	1	Adhoc	8.10.2021
54	Mr. Lochan Sharma	M.Com. Net	AP	Commerce	2	Adhoc	8.10.2021

(Note: Credentials to be maintained)

17. Teaching Faculty transfer Details During the Academic Year: 2022-2023

Sl.No	Name	Designation	Department	Transfer to	Date of Relieving
1.	Mrs. Yashmin Bhandari	Assistant professor	Sociology	SGC. Burtuk	11.4.2023
2.	Mr. Sangam Rai	Assistant Professor	Tourism	-	12.05.2023

(Note: A copy of the office order to be maintained)

18. Total Teaching Staffs (Current Academic Session):

19. Details of Non- Teaching Staffs: 2022-2023

Sl.No	Name	Designation	Date of Joining	Nature of Appointment
1	Dr. Kishor Kr. Rai	Principal	27.08.2011	Regular
2	Mr. Bishwa Raj Gurung	ADM		Regular
3	Mr. Padam Bahadur Rai	Accounts Clerk	8.9.2011	Regular
4	Mrs. Sonam Ongmu Bhutia	Office Assistant	8.9.2011	Regular
5	Mrs. Aila Rai	Office Assistant	8.9.2011	Regular
6	Mrs. Sukanta Gurung	Office Assistant	8.9.2011	Regular
7	Mr. Lok Nath Sharma	Office Attendant	8.9.2011	Regular
8	Mrs. Santa Kala Sharma	Safaikarmachari	29.6.2012	Regular

9	Mrs. Puspa Davi Sharma	Safaikarmachari	29.6.2012	Regular
10	Mr. Aita Raj Subba	Driver	01.12.2003	Regular
11	Mr. Sancha Man Limboo	Driver	09.12.2014	Master Roll
12	Ms. Kunta Maya Sharma	Lab. Instructor	20.02.2016	Adhoc
13	Mrs. Basanti Bhujel	Liberian	1.9.2011	Regular
14	Mr. Milan Kumar Limboo	Chowkidar	16.01.2019	Adhoc
15	Mrs. Anita Sharma	Mali	11.03.2019	Adhoc
16	Mr. Duk Prashad Biswakarma	LDC	11.03.2019	Adhoc
17	Mr. Ravi Kanta Sharma	Office Attendant	11.03.2019	Adhoc
18	Ms. Dawden Bhutia	Lab. Assistant	11.03.2019	Adhoc
19	Mr. Yaduram Sharma	LDC	11.03.2019	Adhoc
20	Mr. Narayan Prashad Sharma	Office Attendant	11.03.2019	Adhoc
21	Mrs. Champa Sharma	Safaikarmachari	11.03.2019	Adhoc
22	Mrs. Ambika Sharma	Office Attendant	11.03.2019	Adhoc
23	Mr. Bal Krishna Sharma	Electrician	11.03.2019	Adhoc
24	Mr. Purna Prasad Sharma	Lab. Assistant	11.03.2019	Adhoc
25	Mrs. Bharatee Laxmi Dhakal	Data Entry Operator	11.03.2019	Adhoc
26	Mr. Sonam Dorjee Bhutia	LDC	11.03.2019	Adhoc
26	Ms. Sani Hangma Limboo	Mali	11.03.2019	Adhoc
27	Ms. Mary Limboo	Mali	11.03.2019	Adhoc
28	Mr. Biren Gurung	Driver	12.03.2019	Adhoc
29	Mr. Bhim Raj Gurung	Office Attendant	18.03.2019	Adhoc
30	Nabin Subba	Lab Assistant	18.3.2019	Adhoc

(Note: Credentials to be maintained)

20. List of Transferred Non- Teaching staffs: 2022-2023

Sl.No	Name	Designation	Transfer to	Date of Relievin

(Note: Credentials to be maintained)

21. Total Non- Teaching Staffs:30

22. Key Administrative Aspects:

Academic Management		Response
Has the institution appointed Principal on permanent basis?		No
Is she/he Ph.D?		Yes
Number of enrichment programmes held for teaching staff (Workshops/ seminars/ conferences/ symposium etc.)		No
Number of Professional programmes held for non-teaching staff (Training on Data management/ workshops/ Account related training etc.)		1
Extend of grant utilization (UGC+ Government+ Fees) in Percentage		
Office Automation	Online Admission	Yes
	Maintenance of Records	Yes
	Maintenance of Accounts	Yes
	Fees Collection	

Is the Anti- Raging Cell active in the college	Yes
Does the college have functional Students Grievances Redresses Cell	
Does the college have an active Alumni Association?	Yes
Does the college have Institution and stakeholder Interaction Cell (Governing Board/ Parents/ Alumni/ Industries etc.)	
Does the Institution prepare Academic Calendar?	Yes
Does the college have ICT enable classrooms?	
Does the College offers Bridge / Remedial	
Are Projects, Assignment, Field Work and Seminars part of curriculum?	Yes
How often the Institution brings out newsletters?	
Does the College have its own magazine?	
Does the College have community outreach/extension Programme?	
Does the College organize Personality Development Programme?	

28. Key Research Output:

Research Output Parameters	Response
Percentage of teachers with Ph.D as the highest Qualification.	23.63%
Percentage of teachers with M.Phil. as the highest Qualification	11.11%
Percentage of teachers with UGC NET SLET.	53.70%
State /National seminars / workshops conferences organized during last one year?	
Does the Institution encourage Research culture among faculty?	
Does the Institution have any academic Journal	
Does the Institution encourage Research culture among students?	

29. Infrastructural Facilities Details:

Campus Area	26 acres
Campus Ownership	Sikkim Government College, Gyalshing
Office Space	Length- 10ft 10inc. breath- 20ft 8inc
Area of Library	16,640Sq.ft
Potable water facility	Yes
Power backup Facilities	No
Washroom facility for Male	Yes
Washroom Facility for Female	Yes
Washroom facility for Staff	Yes
Staff room with IT Facility	Yes
Common Staff Room	Yes
Seminar Hall	Yes
Common Room for Boys	Yes
Common room for Girls	Yes
Medical centre facility	No
Indoor Sports Facility	Yes
Gymnasium	No
Hostel for Boys	No
Hostel for Girls	No
Staff Quarters	No
Transportation for Students	Yes
Support Services (Bank/ P.O/ Xerox etc.)	Yes
Canteen	No
Auditorium/ Assembly Hall	Yes
Internet Facility	Yes

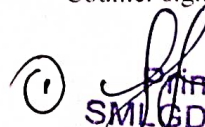
Declaration by the Head of the Institution

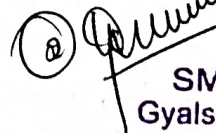
I hereby declared that the above furnished information is true and the office of the Principal will have no objection when validated by the Academic and Administrative Committee at any point of time.

Head of the Institution (with seal)
Date:
Place:



Counter sign by AAA Committee

① 
Principal
SMLGD College
Gyalshing, West Sikkim

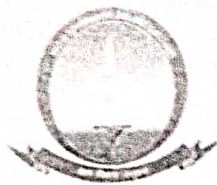
② 
IQAC
SMLGD College
Gyalshing, West Sikkim

③

④

⑤

⑥



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

West Sikkim-737111

Internal Quality Assurance Cell (IQAC)

SMLGCG/IQAC/ADM/2023

Dated:20/7/2023

**Academic and Administrative Audit(AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023
Admission Cell**

1. Name of the Cell: Admission Committee 2022-23
2. Head of the Cell: Thupten Palzang Bhutia (Dean)
3. Year of Establishment: 2011
4. Details of Members:

Sl.No	Name	Designation	Responsibility
1.	Thupten Palzang Bhutia	Dean, Student Affairs	Convener
2.	Bhim Bhadur Limboo	Asst. Professor	Over all In charge
3.	Dr Bitu Subba	Asst. Professor	Honours Data Compilation
4.	Dike Lhamu Lepcha	Asst. Professor	Subject Combination
5.	Pem Dorjee Lepcha	Asst. Professor	Offline Document Verification
6.	Sandeep Tamang	Asst. Professor	Offline Document Verification
7.	Sonam Dorjee Bhutia	LDC	RAW Data Compilation
8.	Shri Jigdol Tenzing Gyalpo Bhutia	Asst. Professor	Online Data Verification
9.	Purna Sharma	LDC	Register Maintenances
10	Bhim Raj Gurung	Office Attendant	

(Note: credentials to be maintained by the cell) **Annexure-I**

5. Admission Details for the Academic Session (2022-2023)

Total No. of student Enrolled	Total No. of Student Admitted		SC		ST		OBC		General		NL		Foreign Nationals	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F
635	275	362	14	26	113	190	136	131	12	15	12	21	8	11

(Note: Hard copy to be maintained and submitted) **Annexure-II**

6. Whether identity proof of local/non-local students is documented and maintained properly (to be verified by AAA committee): Identity proof of local/non-local students is properly documented by SanchamanLimboo Government College and maintained, the college has a system in place to ensure that the identity documents of all students are properly verified and filed. The system includes the following steps:

1. When a student applies for admission, they need to submit a copy of their identity document.
2. The College Admissions Office verifies the authenticity of the document by checking it with the original.
3. The document is keeping the college's records.

7. State the procedure for transfer/change of honors paper: 1. You have to submit an application to the college principal for permission to transfer/change your honors paper.

2. The college principal will forward your application to the university along with their recommendation.

3. Then the university will consider your application and take a decision.

8 Whether the admission Cell regularly supplies with the updated semester wise student details to the respective Department: Whether the admission cell regularly provides updated semester wise student details to the concerned departments depends on the institute. Here are some reasons why an admission cell may update student details regularly: To ensure that the departments have the latest information about the student, such as their contact information, academic progress.

9. Briefly describe the admission process:

1. Visit the online registration website and download the application form.
2. Fill the application form and submit it along with required documents.
3. Pay the application fee.
- 4 If you get selected then you will be given admission in the college.

The following documents are required for admission: **Annexure-III**

10. SWOC Analysis(Strength, Weakness, Opportunity, Challenges):

Strengths: SanchamanLimboo Government College, Gyalshing is a well established college with a long history of academic excellence. The college has a strong faculty with many experienced and qualified teachers. The college offers a wide range of both undergraduate and postgraduate courses. The college has good infrastructure including well equipped classrooms, laboratories and library. The college is situated in a beautiful and peaceful environment.

Weaknesses: The college is located in a remote area, which may make it difficult for students to reach.

The college does not have many financial resources, which may limit its ability to offer certain programs or services.

The college is not very well known outside Sikkim which can make it difficult to attract top students.

Opportunity: The college can take advantage of the growing demand for higher education in Sikkim.

The College may partner with other institutions to provide joint programs or services.

The college may develop online courses to reach a wider audience.

The college may collaborate with industry to provide practical experience to the students.

Challenges: The college needs to find ways to attract more students from outside Sikkim.

The College needs to improve its financial resources to be able to provide more programs and services.

The college needs to increase its visibility to attract top students and faculty.

The college needs to develop a strong online presence in order to reach a wider audience.

11. Best Practices of the Cell: The College has a strong focus on student success.

The college offers a variety of support service to help students succeed.

The college has a vibrant student life with many extracurricular activities.

The college is committed to provide high-quality education to its students.

12. Future Course of action: The College plans to expand its offering to include more postgraduate programs.

The college plans to improve its infrastructure by building new classrooms and laboratories.

The college plans to increase its visibility by participating in more national and international conferences.

11. Best Practices of the Cell: The College has a strong focus on student success.

The college plans to develop a strong online presence by offering more online courses.

Overall, SanchamanLimboo Government College Gyalshing is a well established college with a strong foundation. The college has many strengths, but it also faces some challenges. The college is committed to providing education to its students, and it is taking steps to address its challenges. The future of the College is bright, and it is well positioned to grow and flourish.

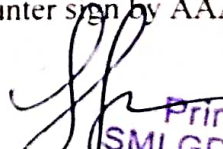
Declaration by the Head of the Cell

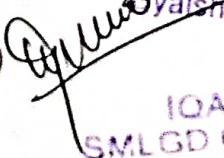
I hereby declare that the above furnished information is the true and the Cell will have no objection when validated by the academic and administrative committee at any point of time.

I hereby declare that the information given above is true and the Cell will have no objection if the same is validated by the Academic and Administrative Committee at any point of time.

~~Thupten Palzang Bhutia~~
DEAN
SMLGD College
Gyalshing West Sikkim
Head of the Cell (with seal)
Date: 20/7/23
Place: Gyalshing

Counter sign by AAA Committee

① 
Principal
SMLGD College
Gyalshing, West Sikkim

② 
IOAC
SMLGD College
Gyalshing, West Sikkim

③

④

⑤

⑥



**OFFICE OF THE DEAN, STUDENT AFFAIRS
SIKKIM GOVERNMENT COLLEGE, GYALSHING,
WEST SIKKIM. 737111. Email: sgcgyalshingdsa@gmail.com**


Ref. no: /DSA/SGCG/2022

Date: 27.08.2022

SGC Gyalshing Admission 2022-23

Work Distribution

Sl. No	Staff (Teaching/Non-Teaching)	Contact No.	Work
1	Shri. Bhim Bahadur Subba	8158012590	Overall Incharge
2	Shri. Sonam Dorjee Bhutia	6297265181	RAW Data Compilation
2	Shri. Sandeep Tamang Shri. Pem Dorjee Lepcha	9563670856	Offline Document Verification
3	Ms Dike Lhamu Lepcha	7797501275	Subject Combination allotment
4	Shri. Jigdol Tenzing Gyalpo Bhutia	9560901376	Online Data Compilation (General Record)
5	Dr. Bitu Subba	73501493007	Honours and Optional Subject compilation
6	Shri. Purna Sharma	8145896505	Register Maintenance (Hard copy)
7	Bhim Raj Gurung		Office Attendance


Thupten Palzang Bhutia
DEAN
 Dean of Student Affairs
 Gyalshing West Sikkim
 Sikkim Govt. College, Gyalshing




**OFFICE OF THE DEAN, STUDENT AFFAIRS
SIKKIM GOVERNMENT COLLEGE, GYALSHING,
WEST SIKKIM. 737111. Email: sgcgyalshingdsa@gmail.com**

Ref. no: /DSA/SGCG/2022

Date: 27.08.2022

Admission Details for the Academic Session (2022-2023)

Total No. of student Enrolled	Total No. of Student Admitted		SC		ST		OBC		General		NL		Foreign Nationals	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F
635	275	362	14	26	113	190	136	131	12	15	12	21	8	11


Thupten Palzang Bhutia
 DEAN
 Dean of Student Affairs
SMLGD College
 Gyalshing West Sikkim
 Sikkim Govt. College, Gyalshing



OFFICE OF THE DEAN, STUDENT AFFAIRS
SIKKIM GOVERNMENT COLLEGE, GYALSHING,
WEST SIKKIM. 737111. Email: sgcgvalshingdsa@gmail.com

Ref. no: 20 /DSA/SGCG/2022

Date: 15.09.2022

Notice

This is to inform you that Sikkim Govt. College. Gyalshing offline admission process for the 2nd merit list will begin from 15th September 2022. Individuals with names in the list are to be present with the required documents as mentioned below.

The dates & Honours Subjects are as under:

Sl. No	Date	Honours Subject wise:
1	15/9/2022	Pol. Science, History, Sociology, Limboo, Lepcha, Tourism & B.Com.
2	16/9/2022	English, Geography, Physical Education & Nepali

Document required at the time of Admissions:

1. Class X mark sheet and pass Certificate (2 photo copies each)
2. Class XII mark sheet and pass Certificate (2 photo copies each)
3. COI/SSC/RC duly attested by competent Authority
4. Migration. Transfer Certificate, Character Certificate (original only)
5. Passport Size photography (3 nos.)
6. Caste Certificate (ST/SC/OBC/(2 photo copies)
7. Aadhar Card
8. Ration card issued by DESME (if BPL Candidate. 1 copy)
9. Print out online form.
10. Rule regulation form
11. Anti Ragging Undertaking form by the students & Parent/Guardian(Refer Annexure I&II of the College Prospectus)/the students may also look into online: <https://antiragging.in>
12. Fee Receipt (for Non-Local students)

All individuals are asked to remember their blood group which is to be given when prompted.

Note: Timing 10 am to 3.30 pm (Incomplete document will not be entertained)

In case of any queries please write to us at: sgcgvalshingdsa@gmail.com

Contact no: 9475971881, 8158012590

Thupien Paiza
Dean of Student Affairs
DEAN
SMLGD College
Gyalshing West Sikkim

(NAAC/IQAC)

Committee Details Report
Academic Year 1st July, 2022 - 30th June, 2023

Committee Resume

Name of the Committee	IQAC (Internal Quality Assurance Cell)
Date of Formation	11/09/2015
Total Member	10
Contact Number(s)	9832695115
Email.ID.	iqac.gyalshing@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee)	
Sanchaman Limboo Govt. College, Gyalshing	
Name of the Committee Coordinator/Convener/Head: Dr. Kesang Wangmo Bhutia	
Name of the Committee Members: Mr. Bijay Gurung Ms. Pema Choki Bhutia Dr. Shanker Luitel Mr. Anup Pradhan Mr. B.M. Subba Mr. Mingma Ongchen Sherpa Mr. Lochan Sharma Mr. Rajiv Jairu Ms. Bharatee Dhakal	
Any Other Information that the committee feels in pertinent.	
2. Nature of Work Designed to the Committee:	
3. Tenure of Committee: 3 years	
4. Designated Work done/ Progressed by the Committee for the Academic Session 2022-23:	
(i) Preparation of Academic Calendar	
(ii) Publication of Academic and Administrative Audit Report	
(iii) Preparation of Student Satisfaction Survey Report	
(iv) Organised counselling to the newly admitted students on the academic and the administrative affairs related to the students in the institute in collaboration with the Dean Students Affairs of the College.	

(v) Organized 10 days workshop on "Waste Paper Recycling" for the students from ST, SC and women category of the College under RUSA Vocational funding of the College w.e.f. 17th February, 2023 - 26th February, 2023.

5. Any Other Work Done By the Committee:

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

[Handwritten Signature]
11/09/23

Certified from office of the Principal

IQAC
SMLGD College
Gyalshing, West Sikkim

Committee Resume for IQAC



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 08/09/2023.

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Grievance Redressal Committee
Date of Formation	
Total Member	05
Contact Number(s)	7908474166/9932223634
Email.ID.	bikashkarki5@gmail.com
1. Information	
Office Address SML Government College, Gyalshing- 737111.	
Name of the Committee Coordinator/Convener/Head: Dr. Bikash Karki	
Name of the Committee Members: Mr. Bijay Gurung Ms. Diki Chomu Bhutia Mr. Mingma Sherpa Mr. Lochan Sharma	
Any Other Information that the committee feels it pertinent. -	
2. Tenure of Committee: (9 July 2022-june 2023) 1 year.	
3. Designated Work done/ Progressed by the Committee for the Academic Session: a. The GRC received a grievance from the student body about the shortage of water in College premises on 15/02/2023. (Attached report refer page no ...3....).	

- b. The GRC received a request from the SRC on 03/04/2023, forwarded by the Dean of Student Affairs about the installation of Sanitary Napkin Vending Machines in the College premises and a request for an awareness programme about Menstrual hygiene (Attached report and photographs refer page no .6-9...).
- c . The GRC received a grievance from the SRC, forwarded by the Dean on 14/06/2023, regarding the construction of the footpath connecting old Principal Office exit (back) gate. (Attached report and photographs refer page no 14-17..).

4. Any Other Work Done By the Committee:

- a. The GRC received a grievance from the SRC on 08/05/2023, forwarded by the Dean of Student Affairs, for the active usage of the Waste Paper recycling machine which is already installed in the college premises. Pl. refer page no. (10-13..)

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

Dr. Birkat Karki
Coordinator
GRC

Certified from office of the Principal



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 18.07.2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Gender Sensitization Unit & Internal Complaints Committee.
Date of Formation	2014.
Total Member	05 (Five)
Contact Number(s)	7430974007
Email.ID.	archanatomang07@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee): Department of Political Science, Sancha Man Limboo Govt. College, Gyalshing.	
Name of the Committee Coordinator/Convener/Head: DR. SUSAN RAI.	
Name of the Committee Members: 1. MS. ARCHANA TAMANG 2. MRS.ARPANA SILWAL. 3. DR. AMIT MANGER. 4. MR. PEMA RINZING BHUTIA.	
Any other information that the committee feels it pertinent.	
2. Nature of work Designed to the Committee: the committee has been looking into 1. Organize gender sensitization programs to educate both girls and boy child on various gender issues. 2. To ensure the college environment is gender sensitive, secure for both teaching and non-teaching staffs as well as for the students. 3. To look into matters related to sexual harassment at workplace.	

3. Tenure of Committee: 02 (Two) years. From 2022-	
4. Designated Work done/ Progressed by the Committee for the Academic Session:	
1. A Two-day gender sensitization workshop on "Breaking the Barriers: Moving towards gender equality" was organized on 23 rd & 24 th November, 2022 at Zilla Bhawan, Gyalshing. <i>Refer pages 03 - 09.</i> 2. A One-day Awareness Program on "Menstrual Health & Hygiene (MHH): Providing Menstrual Hygiene Materials, Menstrual Supplies and Menstrual Facilities" was organized in collaboration with District Hospital, Gyalshing on 1 st May, 2023 at College Auditorium, SML Govt. College, Gyalshing. <i>Refer page no. 10 and 11.</i>	
5. Any Other Work Done by the Committee:	
1. The committee with the aid from RUSA, Education Department installed 04 units (Four) Sanitary Napkin Vending Machines and Sanitary Disposal Machines at each of the college blocks for the benefit of the female staffs and students on 1 st May, 2023. <i>Refer page no. 11.</i> 2. The committee donated and installed 05 units (five) Suggestion Boxes in three blocks (K-block, L- block & Teesta block) for taking grievances/ suggestions from the students on 8 th May, 2023. <i>Refer page no. 12.</i>	
Signature and Stamp of the convener/ Coordinator/ Head of the Committee <i>Ms. Archana Tamang,</i> <i>Gender Sensitization Unit / ICC</i>	<i>Amang</i>
Certified from office of the Principal	<i>[Signature]</i> Principal SMLGD College Gyalshing, West Sikkim IQAC 11/09/23 SMLGD College Gyalshing, West Sikkim

per 5. No complaints received by the Internal Complaints Committee during the tenure.
Amang



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 08/09/2023.

Academic and Administrative Audit (AAA) – Internal Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Women's Development Cell
Date of Formation	08/09/2021
Total Member	02
Contact Number(s)	7557888977
Email.ID.	mmishila@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) District Level Centre for Women, Mahila Shakti Kendra, West District, Gyalshing. SML Government College, Gyalshing- 737111.	
Name of the Committee Coordinator/Convener/Head: Mrs. Mayalmit Lepcha	
Name of the Committee Members: Mrs. Yashmin Bhandari.	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: This Committee is formed under District Level Centre for Women, Mahila Shakti Kendra, West District, Gyalshing with two faculties from SMLGC, Gyalshing as a Member to aware the students regarding various Government schemes for women. Pl. refer page no. (3 and 4).	
3. Tenure of Committee: 02 years.	

Pl. refer pg.
no. (3) and (4)

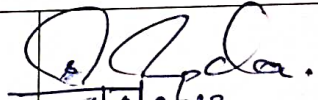
4. Designated Work done/ Progressed by the Committee for the Academic Session:

1. Orientation Cum Training Program to the student Volunteer on 21st November 2022.
Pl. refer page no. (5) and 6.

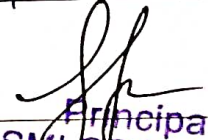
5. Any Other Work Done By the Committee:

1. International Women's Day Celebration 8th March 2023 in collaboration with Department of History, SMLGC, Gyalshing.
Pl. refer page no. (7) and 8.


Signature and Stamp of the convener/ Coordinator/ Head of the Committee


8/3/2023.

Certified from office of the Principal


Principal
SMLGD College
Gyalshing, West Sikkim

Checked & Verified


11/09/23
IQAC
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 18.07.2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Career Counselling & Mentoring Cell.
Date of Formation	20.05.2019 (Document attached) <i>Pls Refer Page No. ③</i>
Total Member	04 (Four)
Contact Number(s)	7430974007
Email.ID.	archanatomang07@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee): Department of Economics, Sancha Man Limboo Govt. College, Gyalshing.	
Name of the Committee Coordinator/Convener/Head: MS. ARCHANA TAMANG.	
Name of the Committee Members: 1. MR. SURENDRA RAI. 2. MRS. MAYALMIT LEPCHA. 3. MR. BIJAY GURUNG.	
Any other information that the committee feels it pertinent.	
2. Nature of work Designed to the Committee: the committee has been looking into 1. Organizing orientation programs for newly admitted students to the college at the beginning of each academic session, regarding information related to examination, committees, attendance, fee structure etc. 2. Organizing programs for career counseling, counselling students related to mental health issues.	

<p>3. Helping students/ arranging counseling sessions for the students who requires counseling with the adult counselor, mental health counselor of District Hospital, Gyalshing.</p>	
<p>3. Tenure of Committee: 02 (Two) years. From 2022-</p>	
<p>4. Designated Work done/ Progressed by the Committee for the Academic Session:</p> <ol style="list-style-type: none">1. Counseling program on various courses offered by Vignana Jyothi Institute of Management (VJIM), Hyderabad on 9th May, 2022. Refer page no. 4 and 5.2. Orientation/ Career Counseling Program for the newly admitted students on 4th November, 2022. Refer page no. 6 and 7.3. Orientation/ Career Counseling Program regarding courses offered at Sikkim Alpine University on 1st May, 2023. Refer page no. 8 and 9.4. Organized SARATHI Counseling program at Sancha Man Limboo Govt. College, Gyalshing on 15th June, 2023. Refer page no. 10, 11 and 12.	
<p>5. Any Other Work Done by the Committee:</p>	
<p>Signature and Stamp of the convener/ Coordinator/ Head of the Committee</p> <p>Ms. Archana Tamang, Convener, Career Counselling Cell.</p>	<p><i>Amang</i></p>
<p>Certified from office of the Principal</p>	<p><i>[Signature]</i> Principal SMLGD College Gyalshing, West Sikkim</p>

SMLGD College
Gyalshing, West Sikkim

[Signature]
11/10/23
IQAC
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Anrigan, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated:

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Health club
Date of Formation	
Total Member	4
Contact Number(s)	7551017509, 9647231703, 9647626906, 9647716900
Email.ID.	lamichaneysalma43@gmail.com tamang10manju@yahoo.com, pemachokibhuttia92@gmail.com secondstring888@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) —	
Name of the Committee Coordinator/Convener/Head: Salma Lamichaney	
Name of the Committee Members: Manju Tamang, Pema Choki Bhuttia, Anup Pradhan	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee:	
3. Tenure of Committee: 1year	

4. Designated Work done/ Progressed by the Committee for the Academic Session:

Awareness Programme on Health & Hygiene

5. Any Other Work Done by the Committee:

Awareness Programme on Menstrual Hygiene

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

Certified from office of the Principal

Principal
SMLGD College
Gyalshing, West Sikkim

Checked & Verified

11/09/23

IQAC
SMLGD College
Gyalshing, West Sikkim

SANCHAMAN LIMBOO
GYALSHING



GOVERNMENT COLLEGE,

Arigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

Dated: 7/9/2023

SGCG /IQAC/ADM/2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Magazine Committee
Date of Formation	2014
Total Member	5
Contact Number(s)	9717618048
Email.ID.	chomodiki@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) English Department, Library Block	
Name of the Committee Coordinator/Convenor/Head:	
Name of the Committee Members: Diki Chomu Bhutia Dr Dilli Ram Sharma Dr Thupten Palzang Bhutia Bhim Bdr. Limboo Dadup Tshering Lepcha	
2. Nature of Work Designated to the Committee:	
The Magazine committee was formed to publish a college magazine for Sanchaman Limboo Government College, Gyalshing. It was established in the year <u>2014</u> .	
On 30 th November 2021, the Magazine Committee for the new academic session was formed. After the pandemic, this magazine committee was tasked with drawing an outline of the work done from 2019 onwards when the last magazine was published, barring the years when the pandemic occurred, the new committee was tasked with informing the fresh students about the magazine and they were encouraged to submit articles for the same. The Magazine committee with the help of IQAC's information from 2019 onwards was tasked to make a brief outline of the activities carried out.	

3. Tenure of Committee: 2021- till date	
4. Designated Work done/ Progressed by the Committee for the Academic Session: <ul style="list-style-type: none"> • Roadmap created for timely completion of designated work • Literature collected • Compilation of events and other pertinent data from 2019 • Magazine jacket design competition 	
5. Any Other Work Done by the Committee: NA	
Signature and Stamp of the convener/ Coordinator/ Head of the Committee	<i>[Signature]</i> 11/9/23
Certified from office of the Principal	Principal SMLGD College Gyalshing, West Sikkim

Checked & Verified

[Signature]
11/09/23
IQAC
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 08/09/23


Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	NSS UNIT I
Date of Formation	
Total Member	02
Contact Number(s)	8101807205 / 9734152468
Email.ID.	CHETRA@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) SMLLD, college Gyalshing Kanchensunga Block (NSS Room)	
Name of the Committee Coordinator/Convener/Head: MRS. ARUNA CHETRAI	
Name of the Committee Members: MR. BIRKHAMAN SUBBA (LIMBOO)	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: To make students aware in social welfare works and to provide service to society, and to maintain clean and healthy environment.	
3. Tenure of Committee: 02 years	
4. Designated Work done/ Progressed by the Committee for the Academic Session: 0 five days special camp at Aarigaon village - RPH PYNO-1-5	

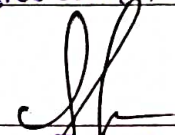
2. WORLD ENVIRONMENT DAY; 3. INTERNATIONAL YOGA DAY - 8-10 ||
Pg. 6-8
1. BLOOD DONATION CAMP - 12-16
Pr. refer pg. no.

5. Any Other Work Done By the Committee:
CLEANLINESS DRIVE AT COLLEGE - 16-18
Pr. refer pg. no. 17 to 19

Signature and Stamp of the convener/ Coordinator/ Head of the Committee


Aruna Chettri
NSS Unit-I
Sanjivan Limboo Govt.
Degree College, Gyalshing

Certified from office of the Principal


Principal
SMLGD College
Gyalshing, West Sikkim

checked
&
verified


Principal
SMLGD College
Gyalshing, West Sikkim
09/09/23



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated:07/09/2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	National Cadet Corp (NCC)
Date of Formation	April 2018
Total Member	2
Contact Number(s)	9560901376
Email.ID.	jbhuttiaevs@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee)	
Name of the Committee Coordinator/Convener/Head: Mrs. Karma Choden Bhutia	
Name of the Committee Members: Mr. Jigdol Tenzing Gyalpo Bhutia	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: The members of the committee are designated as Care Taking Officers (CTO) for students/cadets who are selected to be part of 4 Sk Bn NCC, Kamrang, Namchi. The work assigned includes selecting cadets to attend various Local and National Camps as conducted by NCC, India. Furthermore, it entails acting as a mediator between the college and 4 Sk Bn NCC, Kamrang, Namchi.	
3. Tenure of Committee: Mrs. Karma Choden Bhutia: 4 years Mr Jigdol Tenzing Gyalpo Bhutia: 2 years As the selection of committee members is done in part by 4 Sk Bn NCC, changes to members without prior notice to the Bn is unauthorized.	

4. Designated Work done/ Progressed by the Committee for the Academic Session:

Cadets selected and sent for Combined Annual Training Camp (CATC) at 4 SK In NCC, Kamrang during the following dates:

- 1. 28th Jan - 04th Feb 2023 - refer Pg. 2.
- 2. 06th Feb - 13th Feb 2023 - refer Pg. 3.

Mediating the visit of personnel from 4 SK In NCC, Kamrang on the 6th of June 2023

- Visiting personnel: 1. SUB Binod Bantawa → Refer Pg. 4.
2. NB/SUB Rana Changmai

III. Weekly NCC Drill training and tutorial classes - Refer pg ①.

5. Any Other Work Done By the Committee:

Cleanup, Waste and Brand audit in collaboration with The Himalayan Cleanup on the 27th of May 2023.

Refer Pg. 5.

Commemorating the 74th anniversary of NCC on the 27th of Nov 2023. - Refer Pg. 6.

Signature and Stamp of the convenor/ Coordinator/ Head of the Committee

fa.

Signature

Certified from office of the Principal

Signature

Principal
SMLGD College
Gyalshing, West Sikkim

Checked & verified

Signature
14/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated:06/09/2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	AISHE, NATS, SWAYAM
Date of Formation	AISHE-20 , NATS-2022, SWAYAM-2022
Total Member	01
Contact Number(s)	9635117490
Email.ID.	ashishbhusal727@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) SMLGC. Gyalshing	
Name of the Committee Coordinator/Convener/Head: Naresh Bhusal	
Name of the Committee Members: NA	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: AISHE- To collect data and fill the required data for survey every year. NATS- To inform and guide students regarding National Apprenticeship Training Scheme of MHRD SWAYAM - To inform students about various courses of SWAYAM MOOC's	

3. Tenure of Committee: 2 years

4. Designated Work done/Progressed by the Committee for the Academic Session:

Successfully submitted AISHE report for Survey year 2021-2022. *11. refer pg. no (2) and (3)*

Informed and encouraged students regarding National Apprenticeship Training Scheme of MHRD *11. refer pg. no (3) and (4)*

Attended 2 days FDP for SWAYAM mentor *11. refer pg. no. 4*

Attended 5 days FDP on Design, Develop and Deliver Online Blended Learning Courses *11. refer pg. no (5) and (6)*

5. Any Other Work Done By the Committee: NA

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

*Additional
NAAS coordinator
AICTE AICTE
Society of India*

Certified from office of the Principal

[Signature]
Principal
SMLGD College
Gyalshing, West Sikkim

*Checked &
Verified*

[Signature]
11/07/2025
IQAC
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 9/10/22

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Cultural committee. SLGDC, Gaylshing.
Date of Formation	1 st July 2019
Total Member	06
Contact Number(s)	Amit Rai: 9064233341. Arpana Silwal: 9883863533. Mayalmit lepcha: 7557888977. Pema loda lepcha: 8436315690. (CONVENOR) Seedem Bhutia: 9775944608.
Email.ID.	amitrai16th@gmail.com arpana85silwal@gmail.com plspema1996@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) SLGDC, Ari- Gaon, Gaylshing, west-Sikkim, 737111.	
Name of the Committee Coordinator/Convener/Head: 1. Pema Loda Lepcha, Convener	
2. Names of the committee members.	
Amit Rai: 9064233341. Arpana Silwal: 9883863533. Mayalmit lepcha: 7557888977. Pema loda lepcha: 8436315690. (CONVENOR)	

Seedem Bhutia: 9775944608.

Bibek Chettri : 9563106258

Any Other Information that the committee feels it pertinent.

2. Nature of Work Designed to the Committee:

All the Cultural activities and active Participation, that is related with the showcase of all the culture in State, Nation And international level in any form which includes codes of manners, dress language, region, religion and Art.

3. Tenure of Committee:
2 years (2019 till date)

4. Designated Work done/ Progressed by the Committee for the Academic Session 2022-23

A. SLGDC, Gaylshing (Department of Lepcha) Had participated in State level Namsoong Festival For dance competition at Nampridang Dzongu, North Sikkim in the month of November 2022.

Where students of SLGDC stood runners up for the same. Pl. refer Pg. no. ① to ③

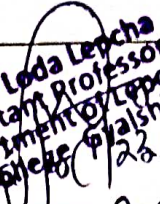
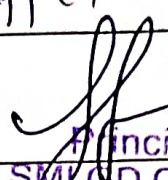
B. SLGDC, Gaylshing Students from Lepcha, History and Economic department had participated in District level Mega Yuva UTSAV on March 18th 2023.

Again Students of SLGDC stood 1st, 2nd and 3rd for the same.

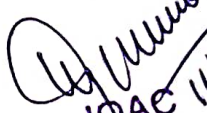
Pl. refer pg. no. ④ to ⑤

C. SLGDC, Gaylshing had participated in Ramailo Sikkim Fest for Inter College Dance competition, Organised by Sikkim University at Saramsa Garden, Gangtok in the month of April 2023
Students of SLGDC Gaylshing Stood 1st (Winner) in this Event.

5. Any Other Work Done By the Committee:

Signature and Stamp of the convener/ Coordinator/ Head of the Committee	 <p>Pema Loda Lepcha Assistant Professor Department of Lepcha SMLGD College Gyalshing W/S (23)</p>
Certified from office of the Principal	 <p>Principal SMLGD College Gyalshing, West Sikkim</p>

Checked & verified


IOAC 11/09/2023
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 19/7/2023.

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	REGD RIBBON CLUB COMMITTEE
Date of Formation	2011.
Total Member	THREE.
Contact Number(s)	973211056,
Email.ID.	luckytsherpa@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee)	
Name of the Committee Coordinator/Convener/Head: Ms. LUCKY. T. LAMA. SHERPA.	
Name of the Committee Members: (1) Mr. PEN DORJEE LEPCHA. (2) Dr. BITU SUBBA.	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: Mostly Blood donation Camps held in College Campus and Clearing machine. AID & Awareness Program is also held.	
3. Tenure of Committee: For two years.	

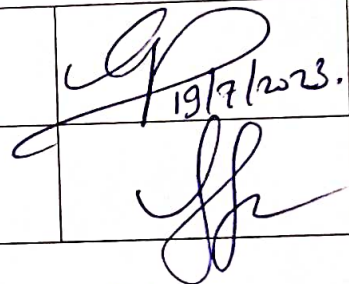
4. Designated Work done/ Progressed by the Committee for the Academic Session:

Blood donation camp to be held during the month of August 2023.

5. Any Other Work Done By the Committee:

on 25/07/2022. The cleanliness drive program was held in order to aware the students about their surroundings and health hygiene.

Signature and Stamp of the convener/ Coordinator/ Head of the Committee


19/7/2023.

Certified from office of the Principal

Principal
SMLGD College
Gyalshing, West Sikkim


IQAC
SMLGD College
Gyalshing, West Sikkim

SANCHAMAN LIMBOO
GYALSHING



GOVERNMENT COLLEGE,

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 05/06/2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Intellectual Property Rights
Date of Formation	04/05/2015
Total Member	02
Contact Number(s)	98328-70167
Email.ID.	Suren 208@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee)	
Name of the Committee Coordinator/Convener/Head: Ms. Susendra Rai	
Name of the Committee Members: 1) Mrs. Mayalmit Lepcha	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: 1) Awareness Programme 2) Competition on Debate, Quiz.	
3. Tenure of Committee: 2 years	

4. Designated Work done/ Progressed by the Committee for the Academic Session:

- 1) Awareness Programme pl. refer pg. no. 3 and 4 -
- 2) Group Discussion - No documents attached.
- 3) Lecture session (4) Debate Competition: pl. refer pg. no. ① and ②

5. Any Other Work Done By the Committee:

No documents attached
conducted at least one programme on Human Rights particularly for Political Science Students.

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

Certified from office of the Principal

Principal
SMLGD College
Gyalshing, West Sikkim

Checked & verified

11/9/2023

IQAC
SMLGD College
Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 23rd July 2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	Disaster Management
Date of Formation	
Total Member	04
Contact Number(s)	7407372972. 7797078561 9800998083 7551017509
Email.ID.	renukasharmask@gmail.com pahag.119@gmail.com rinongmu15@gmail.com lamichaneysalma43@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee) SMLGD College, Gyalshing	
Name of the Committee Coordinator/Convener/Head: Dr. Renuka Sharma	
Name of the Committee Members 1. Vice Convener: Mr Pahahang Limboo 2. Mrs Shalm Lamichanaey 3. Miss Rinzing Ongmu	
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee: Mock Drills related to disaster, waste management programs.	
3. Tenure of Committee: 2years	

4. Designated Work done/ Progressed by the Committee for the Academic Session:

1. one day Awareness Program on various disaster activities collaboration with District Collector Office under Disaster Management on 17th April 2023 *Pl. refer pg. no. 1 and 2*
2. 12th May 2023 30 students from different subject, different semester participated in the mock drill organized by SSDMA, Gyalshing in different location of west Sikkim - *Pl. refer no 3*

IKKIM.

3. Any Other Work Done By the Committee:

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

Certified from office of the Principal

[Signature]
Principal
SMLGD College
Gyalshing, West Sikkim

Dr. Lendu Sharma

[Signature]
Convener, DM Committee.
S.M.L.G College Gyalshing.

[Signature]
9/11/2023
IQAC
SMLGD College
Gyalshing, West Sikkim

SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated:

SIKKI

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July, 2022 – 30th June, 2023

Name of the Committee	LIBRARY
Date of Formation	
Total Member	3
Contact Number(s)	① 8617095172, ② 9064233341, ③ 9647231708
Email.ID.	gurungkabita@gmail.com
1. Information	
Office Address: (If Operation from a separate office/room designated to the committee)	
Name of the Committee Coordinator/Convener/Head:	KABITA GURUNG
Name of the Committee Members:	Mr. Amit Rai ② Mrs. Maiju Tamang
Any Other Information that the committee feels it pertinent.	
2. Nature of Work Designed to the Committee:	
3. Tenure of Committee:	1 year
4. Designated Work done/ Progressed by the Committee for the Academic Session:	

ORIENTATION PROGRAMME

5. Any Other Work Done By the Committee:

- ① AWARENESS PROGRAMME
- ② PROCUREMENT OF BOOKS

Signature and Stamp of the convener/ Coordinator/ Head of the Committee

Certified from office of the Principal

Principal
SMLCO College

Gyalshing, West Sikkim



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING,

Aarigaon, West Sikkim - 737111
Internal Quality Assurance Cell (IQAC)

SMLGCG/IQAC/001

Dated: 11/08/2023.

Academic and Administrative Audit (AAA)- Internal Academic Year July, 2022 – June, 2023

Academic Audit

1. Name of the Department: Economics
2. Head of the Department: Dr. Kesang Wangmo Bhutia
3. Year of Establishment: 2011
4. Vision of the Department: To impart theoretical and applied knowledge of economics for holistic development of students.
5. Mission: To prepare students for acquiring applied knowledge of economics to enhance their capacity and creativity and to provide advance/digital learning opportunity to students.
6. Faculty Details:

Sl. No.	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
1.	Dr. Kesang Wangmo Bhutia (HoD)	MA, M.Phil, Ph.D. BE.d,	Associate Professor	21 years	Agricultural Economics & Microeconomics	06.05.2002	Regular
2.	Ms. Archana Tamang	M.A, M.Phil, UGC-NET, Ph.D (pursuing)	Assistant Professor	5	Mathematics for Economics	06.08.2018	Regular
3.	Mr. Rajiv Jairu (HOD)	M.A., UGC-NET	Assistant Professor	6	Econometrics & Statistics	06.08.2018	Regular
4.	Mr. Bijay Gurung	M.A. UGC-NET	Assistant Professor	5	Econometrics	18.01.2021	Ad-hoc

Ms. Rinzing Wangmu Bhutia	M.A, B.Ed, TET, SLET	Assistant Professor	2	Macroeco nomics	02-09-2021	Ad-hoc
---------------------------------	-------------------------	------------------------	---	--------------------	------------	--------

(Note: Credentials to be maintained by the Department)

7. Publications:

Sl. No.	Name	Name of Publication	Details of Publication ISBN/ISSN	Name of the Book/Journal	National/ International	Whether UGC Recognised
1.	Dr. Kesang Wangmo Bhutia	Gender Differences in Work Participation and Decision Making in Agricultural and Non Agricultural Activities in Sikkim	ISSN: 0970-6429	Indian Journal of Hill Farming	National	Yes
				<i>Pl. refer pg. no. 1 & 2</i>		
2.	Mr. Bijay Gurung	"Household Works of Sikkimese Women: A Critical Analysis of Women's Unpaid Work"	ISSN: 2349-5138	International Journal of Research and Analytical Reviews	International	Yes
				<i>Pl. refer pg. no. 3</i>		

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

8. Seminars/Workshops /Webinars

Sl. No.	Name	Seminar/Workshop Title	Title of the Seminar/Workshop	Place	Date & Year
1.	Dr. Kesang W. Bhutia	Organized 10 days Workshop	"Waste Paper Recycling"	Sanchaman Limboo Govt. College, Gyalshing.	17 th Feb. - 26 th Feb., 2023
		<i>Pl. refer pg. no. 4</i>			

		Resource Person for 10 days Workshop <i>Pl. refer Pg. no. 5</i>	"Waste Paper Recycling"	Sanchaman Limboo Govt. College, Gyalshing.	17 th Feb. - 26 th Feb., 2023
		Participated in the 7 days online Faculty Development Programme	"Research Methodologies & Design Thinking for Professional Career"	Electronics and ICT Academy at PDPM IIITDM Jabalpur.	18 th August - 24 th August, 2022 <i>Pl. refer Pg. no. 6</i>
		Participated in the Five Days Workshop	"National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment"	Zilla Bhawan, Gyalshing, West Sikkim.	27 th Feb. - 3 rd March, 2023 <i>Pl. refer Pg. no. 7</i>
		Participated in coordinating and managing the district level survey for ASER 2022	Annual Status of Education Report (ASER 2022) <i>Pl. refer Pg. no. 8</i>	West District	21 st - 30 th September, 2022
2.	Ms. Archana Tamang	Participated and successfully completed UGC-Approved Short Term Professional Development Programme	"Implementation of NEP-2020 for University and College Teachers" <i>Pl. refer Pg. no. 9</i>	IGNOU STRIDE New Delhi	9 th - 17 th September, 2022 <i>Pg. no. 9, 10</i>
	Ms. Archana Tamang	Organized Two-Day Gender Sensitization Workshop	"Breaking thye Barriers: Moving Towards Gender Equality"	Zilla Bhawan, Gyalshing, West Sikkim	23 rd - 24 th November, 2022 <i>Pl. refer Pg. no. 11</i>
	Ms. Archana Tamang	Resource Person for Two-Day Gender Sensitization Workshop	"Breaking thye Barriers: Moving Towards Gender Equality"	Zilla Bhawan, Gyalshing, West Sikkim	23 rd - 24 th November, 2022 <i>Pl. refer Pg. no. 12</i>
	Ms. Archana Tamang	Participated in the Five-Days Workshop <i>Pl. refer Pg. no. 13</i>	"National Education Policy (NEP) 2020 in Higher Education:	Zilla Bhawan, Gyalshing, West Sikkim	27 th February - 3 rd March, 2023

		Focussing on Curriculum, Pedagogy and Assessment"		
	Ms. Archana Tamang	Organized 1 day Awareness Programme	"Menstrual Health and Hygiene"	Sanchaman Limboo Government College, Gyalshing Pl. refer pg. no. (14) 1 st May, 2023
3.	Mr. Rajiv Jairu	Participated in the five days Faculty Development Programme	"Research Methodology on Machine Learning and Data Science"	Department of CSE (DS), CSE (AI & ML) and AI & DS, BV Raju Institute of Technology, Narsapur, Telangana, India. Pl. refer pg. no. (15) 10 th July - 14 th July, 2023.
	Mr. Rajiv Jairu	Participated in the Five-Days Workshop	"National Education Policy (NEP) 2020 in Higher Education: Focussing on Curriculum, Pedagogy and Assessment"	Zilla Bhawan, Gyalshing, West Sikkim Pl. refer pg. no. (63) 27 th February - 3 rd March, 2023
4.	Mr. Bijay Gurung	Participated in coordinating and managing the district level survey for ASER 2022	Annual Status of Education Report (ASER 2022)	West District Pl. refer pg. no. (16) 21 st - 30 th September, 2022
	Mr. Bijay Gurung	Organized 10 days Workshop	"Waste Paper Recycling"	Sanchaman Limboo Govt. College, Gyalshing. Pl. refer pg. no. (17) 17 th Feb. - 26 th Feb., 2023
	Mr. Bijay Gurung	Participated in the Five-Days Workshop	"National Education Policy (NEP) 2020 in Higher Education: Focussing on Curriculum, Pedagogy and Assessment"	Zilla Bhawan, Gyalshing, West Sikkim Pl. refer pg. no. (18) 27 th February - 3 rd March, 2023

Bijay Gurung	Participated in one day orientation programme	"Orientation Programme for Academic Counsellors on IGNOU Open & Distance Learning (ODL)	IGNOU Regional Centre Gangtok	18 th March, 2023 Pl. refer pg. no. (19)
Rinzing Ongmu Bhutia	Participated in the Five-Days Workshop	"National Education Policy (NEP) 2020 in Higher Education: Focussing on Curriculum, Pedagogy and Assessment"	Zilla Bhawan, Gyalshing, West Sikkim	27 th February - 3 rd March, 2023 Pl. refer pg. no. (20)

(Records to be maintained)

9. Orientation/Refresher Programme

S.I. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year
1.	Dr. Kesang Wangmo Bhutia	UGC – Sponsored Refresher Course in Economics	North – Eastern Hill University Shillong.	12 th October, 2022 to 26 th October, 2022 Pl. refer Pg. no. (21)
2.	Ms. Archana Tamang	UGC – Sponsored Refresher Course in Economics	North – Eastern Hill University Shillong.	12 th October, 2022 to 26 th October, 2022 Pl. refer Pg. no. (22)
3.	Mr. Rajiv Jairu	Refresher Course in Economics	Teaching Learning Centre Ramanujan College, University of Delhi	6 th - 20 th February, 2023 Pl. refer Pg. no. (23)
5.	Mr. Bijay Gurung	Refresher Course in Economics	Teaching Learning Centre Ramanujan College, University of Delhi	6 th - 20 th February, 2023 Pl. refer Pg. no. (24)

(Records to be maintained)

10. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
1.	Dr. Kesang Wangmo Bhutia	Q.P. Setting Pl. refer pg. no. (25) (26)

	Dr. Kesang Wangmo Bhutia	BoS, Department of Economics, Sikkim University Pl. refer pg. no. (27)
3	Mr. Rajiv Jairu	Q.P. Setting Pl. refer pg. no. (28)
4	Mr. Bijay Gurung	Q.P. Setting Pl. refer pg. no. (29)
6	Mr. Bijay Gurung	Evaluation Pl. refer pg. no. (30) / (31)

(Records to be maintained)

11. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details
1.	Ms. Rinzing Ongmu Bhutia	She cleared UGC-NET/JRF on 5 th November, 2022 Pl. refer pg. no. (32) and (33)
3.	Economics Department	Certificate of participation awarded to Economics Department Sanchaman Limboo Government College, Gyalshing for participating in Annual Status of Education Report (ASER 2022) Pl. refer pg. no. (35)
	Economics Department	Certificate of Appreciation for participating in Radio Production Workshop organized by the College Pl. refer pg. no. (58)

(Records to be maintained)

12. Recent Events Organised by the Department:

S.I. No.	Details
1.	Organized Freshers' welcome programme for the Economics Honours Students admitted during the Academic Session 2022-23. Pl. refer pg. no. (38) and (39)
2.	Organized Farewell Programme to the outgoing Economics Honours Students (2019 - 2022 batch). Pl. refer pg. no. (36) and (40)
3.	Students from the Department of Economics, SMLG College, Gyalshing organized 'Teachers Day Celebration' on 5 th September, 2022. Pl. refer pg. no. (37)
4.	Organized Ethnic Day Celebration and interaction with the World War II survival Mr. and Mrs. Bopp from Germany and Switzerland Pl. refer pg. no. (38) and (39)
5.	Organized three days exposure tour for the students w.e.f. 16 th to 18 th December, 2022. Pl. refer pg. no. (59) to (62)
6.	Conducted counseling to the students on Menstrual Hygiene Pl. refer pg. no. (63)
7.	Engaged students to learn how to make bamboo baskets Pl. refer pg. no. (64)

(Records to be maintained)

13. Whether the Department maintains Attendance Register (Records to be maintained):

Yes

14. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes

15. Whether the Faculty make use of ICT enabled classroom: Yes

16. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes

1. Whether the Department has the provision for Remedial classes for slow learners (Records to be maintained): Yes
18. Does the curriculum have scope for conducting Field trips/ Field-based surveys, Institutional visits etc. No

SI No	Event	Place of Visit	No of Participants	Date & Year
1.	ASER	West District	100	21 st - 30 th September, 2022

(Note: Detailed write-up to be maintained)

PP. refer pg. no. 42 and 35

19. **Details of Internal Examination/Evaluation System:** Sanchaman Limboo Government College, Gyalshing, is affiliated to Sikkim University. Therefore, it follows the examination structure prescribed by the parent University.
20. **Student Teacher Ratio:** 25:1

21. **Students Awards and Recognition:**

S.I. No.	Names	Enrolment No.	Details
1.	Roshna Limboo and Binay Subba	20GA0024 and 21GA0030	Two students from the Department of Economics participated in the College Level Quiz Competition on 'Electoral Process' conducted by Electoral Office, Gyalshing, West Sikkim on 29 th Nov., 2022 and won the 1 st Position.
2.	Roshna Limboo and Supriti Limboo	20GA0024 and 22GA0040	Two students from the Department of Economics participated in the Inter-Departmental Quiz Competition organized by the College on 14 th Nov., 2022 and won the 2 nd position.
3.	Barun Pradhan	21Ga0027	Barun Pradhan from Economics Department participated in the Inter-Departmental Dance Competition organized by the College on 14 th Nov., 2022 and won the 2 nd position.
4.	Roshna Limboo	20GA0024	Roshna Limboo from Economics Department participated in the Inter Departmental Poetry Competition organized by the SRC during College Fest Programme on 6 th June, 2023 and won the 1 st position.
5.	Roman Tamang	20GA0022	Roman Tamang from Economics Department participated in the Speech Competition organized by Nehru Yuva Kendra on 9 th June, 2023 and won the 2 nd position.
6.	Roshna Limboo	20GA0024	Students from the Department of

PP. refer pg. no. 55

PP. refer pg. no. 48, 49 and 54.

PP. refer pg. no. 50, 51 and 52

	Barun Pradhan Anusha Subba Prakriti Rai Sunikta Manger Mousham Kumari Bhagat Sashi Kala Manger Yangden Lepcha and Durga Das Dorjee	21GA0027 22GA0185 22GA0188 21GA0029 20GA0015 21GA0257 21GA0319 22GA0516	Economics participated in the Inter Departmental Dance Competition organized by the NYK (Nehru Yuva Kendra) on 9 th June, 2023 and won the 3 rd position.
7.	Tilak Kumar Subba	20GA0030	Won the SRC election 2022-23 in the capacity of President. Pl refer pg no. 43
8.	Binay Subba	21GA0030	Won the SRC election 2022-23 in the capacity of General Secretary. Pl. refer pg no. 45
9.	Dil Kumar Bhujel	21GA0073	Won the SRC election 2022-23 in the capacity of Treasurer. Pl. refer pg. no. 44.

(Records to be maintained)

22. Students Achievements (NET/SLET/UPSC/SCS etc.):

S.I. No.	Names	Enrolment No.	Details	Year
1.	Manoj Limboo	BR05200509	Economics Student (2014-17 batch)	2023 Pl. refer pg no 46
2.	Manoj Limboo	SM01000784	Economics Student (2014-17 batch)	2022 Pl. refer pg. no. 47

(Records to be maintained)

23. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words.

(i) Strength:

- All the faculty members use blended learning methods.
- Cooperation and mutual understanding among the faculty members form the soul of the Department.
- Students of our department actively participates in the various workshop and programmes organised by various entities.
- Conduct counselling programme to our students

(ii) Weakness

- There is no supportstaff in the department.
- Non availability of statistical software's such as E-views, SPSS, STRATA etc.

(iii) Opportunities

- Proper connectivity and use of various statistical software's have the capability to enhance the skills of students.
- There are opportunities to organise field-based term paper to inculcate the spirit of basic research to students.

→ To shed away apprehension of students of Economics as an academic discipline through various workshops, seminars, symposium etc.

(iv) Challenges

- Eliminate the apprehension of Economics subject among the students.
- Creating awareness about research in economics among the students.
- To cast away apprehension of students of Economics as an academic discipline.

(i) Best Practices of the Department:

- Conducting monthly departmental meeting to discuss various issues related to teaching learning and students' performances.
- Organising Remedial classes to weaker students
- Conducting faculty exchange programme in various term paper presentations.
- Organizing Departmental Freshers' welcome programme to the new comers so that they get acquainted with the teachers and the students from the department and also organize farewell programme to the outgoing students to show our love and concern towards them.

(ii) Future Prospects:

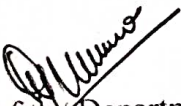
- Given the opportunity to access the various statistical software's, the department can acquaint the student with data handling and analysis techniques.
- To conduct and organise National and International level seminars, conferences, workshops etc.

(ii) **Future Prospects:**

- Given the opportunity to access the various statistical software's, the department can acquaint the student with data handling and analysis techniques.
- To conduct and organise National and International level seminars, conferences, workshops etc.

Declaration by the Head of the Department

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.


Head of the Department (with Seal)


Date: 17/08/2023.

Place: SMAC, Gyalshing.


HEAD OF THE DEPARTMENT
Department of Economics
Sikkim Govt College,
Gyalshing West Sikkim

Counter Sign by AAA Committee

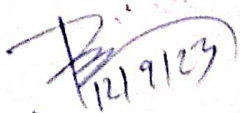
①


Principal
SMLGD College
Gyalshing, West Sikkim

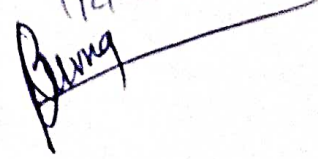
②


IQAC
SMLGD College
Gyalshing West Sikkim

③


12/9/23

④



⑤

⑥

SIKKIM GOVERNMENT COLLEGE, GYALSHING, WEST SIKKIM. 737111.

Ref. No.:

Date: 25/08/2023

Continuation (5)

Academic and Administrative Audit(AAA) – Internal

Academic year 1st July 2022 to 31st June 2023

Academic Audit

1. Name of the Department: Political Science
2. Head of the Department: Ms. Lucky T Lama sherpa
3. Year of Establishment: 2011
4. Vision of the Department: To foster knowledge
5. Faculty Details

Sl.No.	Name	Qualification	Designation	Experience (in years)	Specialization	Contact No.	Email.id
1	Ms Lucky T lama Sherpa	M A, M.phil, B.ed, STET, SLET, SET	Assistant Professor	15	state and society	9733211056	luckytsherpa@gmail.com
2	Mr. Surendra Rai	M.A., B.ed., STET,	Assistant Professor	12	Indian Government and Constitution	9832870167	rsurendra208@gmail.com

3	Dr. Susan Rai	Ph.D, M.A in Political Science, M.A in International Relations, UGC NET & JRF, SLET	Assistant Professor	13 Years	International Relations/Politics	8768272889	susanrai17@gmail.com
4	Dr. Bitu Subba	MA (Political Science), MA (International Politics/Relations), MPhil, PhD, UGC-NET, JRF and SRF	Assistant Professor	7 years	Democracy and Local Governance ; International Politics	7872883686	subbabitu@gmail.com
5	Ujjwal Subba	M.A Political Science (NET), STET, B.Ed	Assistant Professor	4 years	Political Thought Western and Indian, Modern Political Theory	7432945437	ujwalsubba9@gmail.com

6	Mr..Mingma Ongchun Sherpa	M.A., M.Phil& UGC NET	Assistant Professor	2 years	State Politics	9382145026	pramodhshepa@gmail.com
7	Mr. Garja Man Rai	M.A., M.Phil, NET	Assistant Professor	2 years	Internationa l Relations	9832385127	Khersong.ra@gmail.com

(Note: credentials to be maintained by the Department)

6. Publication

Sl. No	Name	No. of publication	Details of publication ISBN/ISSN	Name of Book	National/ International	Weather Recognized	UGC	C.P. No
1.	Dr. Susan Rai	1	The Indian Journal Of Political Science, vol. no LXXXIII, N O.3, ISSN No. 0019-5510	Women 25 years after the Beijing declaration; Does political glass ceiling persist in politics?	National	yes		ref 7 Pl. refer pg. no (1)

(Note: Publications includes Newsletter, newspaper, journal, books, chapters, Monogram etc.)

Records to be maintained

7. Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars/Workshop Title	Title of the Paper	Place	Date & Year	
1.	Lucky T. Lama Sherpa	5 Days Workshop	Participated in National Education Policy (NEP) 2020 IN Higher education; Focusing on Curriculum, Pedagogy and Assessment.	Gyalshing	27.02.2023 to 3.03.2023	Pl. ref. page no. 2
2.	Surendra Rai	5 Days Workshop	Participated in National Education Policy (NEP) 2020 IN Higher education; Focusing on Curriculum, Pedagogy and Assessment.	Gyalshing	27.02.2023 to 3.03.2023	Pl. ref. pg. no. 3
3.	Dr. Bitu Subba	5 Days Workshop	Coordinated in National Education Policy (NEP) 2020 IN Higher education; Focusing on Curriculum, Pedagogy and Assessment.	Gyalshing	27.02.2023 to 3.03.2023	Pl. ref. page no. 4

4.	Dr. Susan Rai	International Webinar on recent trends in environmental education and research	Presented paper titled 'Climate Change in Sikkim; Policies & Prospects'	Online	12.08.2022 to 13.08.2022	Pl. ref. Pg. no. 5
		Two Days workshop on breaking the barriers; moving towards gender equality	Co-ordinator	Gyalshing	23.11.2022 to 24.11.2023	Pl. ref. Pg. no. 6
5.	Ujjwal Subba	5 Days Workshop	Participated in National Education Policy (NEP) 2020 IN Higher education; Focusing on Curriculum, Pedagogy and Assessment.	Gyalshing	27.02.2023 to 3.03.2023	Pl. ref. Pg. no. 7
		10 Days workshop	Participated in 10 Days workshop on Waste Paper Recycling	Sikkim Government College, Gyalshing	17-02-2023 to 26-02-2023	Pl. ref. Pg. no. 8
		Two Days ICSSR-ERC	Presented a paper on Sustainability challenges	University of North Bengal	1.07.2023 to 2.07.2023	24.9

		Sponsored National Seminar on Urbanization, Urban Environment & Sustainability in Himalayan and Sub-Himalayan Region.	and issues in mountain towns: A case study of Gangtok			
6.	Garja Man Rai	5 Days Workshop	Participated in National Education Policy (NEP) 2020 IN Higher education; Focusing on Curriculum, Pedagogy and Assessment.	Gyalshing	27.02.2023 to 3.03.2023	pl. ref. page no. (9)
		Two Days workshop on breaking the barriers; moving towards gender equality	Organising committee member	Gyalshing	23.11.2022 to 24.11.2023	pl. ref. page no. (10)
7.	Mingma Ongchun	5 Days Workshop	Participated in National Education Policy (NEP)	Gyalshing	27.02.2023 to 3.03.2023	pl. ref. page no. (11)

Sherpa		2020 IN Higher education; Focusing on Curriculum, Pedagogy and Assessment.			
	10 Days workshop	Participated in 10 Days workshop on Waste Paper Recycling	Sikkim Government College, Gyalshing	17-02-2023 to 26-02-2023	Pl. refer page no. 12
	10 Days workshop	Resource person in 10 Days workshop on Waste Paper Recycling	Sikkim Government College, Gyalshing	17-02-2023 to 26-02-2023	Pl. refer pg. no. (13)

(Note: Records to be maintained)

8. Orientation / Refresher Programme

Sl. No	Name	Orientation / Refresher Programme Details	Place	Date & Year	
1.	Dr. Susan Rai	Refresher Course in Political Science, law and public administration	JNU	5.09.2022 to 17.09.2022	Pl. refer page no. (14)

(Records to be maintained)

9. Teachers participation in BoS, Q.P. setting, Moderation, Evaluation etc.

Sl.No	Name	Details
1	Mingma Ongchun Sherpa	Evaluation: Political Science UG Paper from 23 to 24 August 2022 pl. refer page no. 15
2	Dr. Susan Rai	Question Setting: Odd Semester 2022 pl. refer pg. no. 16
3	Surendra Rai	1. Question Setting: Odd Semester 2022-23 2. Evaluator and scrutinizer pl. refer pg. no. 17 and 19
4	Dr. Bitu Subba	1. Member of BOS 14.7.2023 2. Evaluator and scrutinizer 18.07.2023 3. Moderation Committee 14.12.2023 pl. refer pg. no. 18 and 22

(Note: Records to be maintained)

10. Teachers Awards and Recognition (If any)

Sl.No	Name	Details

	NIL	NIL
--	-----	-----

11. Recent Events organized by the Department.

Sl.No	Details	
1	Organized quiz competition on elector process	23
1	Departmental Picnic on 15.05.2023	24
2	Farewell for outgoing students (PG, UG) date: 29/06/2023	25
3	Participation in Radio Workshop 1. March to 10 march 2023	26

Pl. refer pg. no (19) and (20)
 Pl. refer pg. no. (21)
 Pl. refer pg. no. (22) a and b
 Pl. refer pg. no. (23)

(Records to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained): **Yes.**
13. Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained): **Yes**
14. Whether the faculty make use of ICT enable classroom: **Yes**
15. Whether the Department ensure proper Scrutiny of Internal Examination Marks: **Yes**
16. Whether the Department has the provision for remedial classes for slow learner (records to be maintained) : **Yes**
17. Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc. **Yes**

Sl.No	Event	Place of visit	No of	Date & Year
-------	-------	----------------	-------	-------------

			Participants	

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/ Evaluation system: Written and term paper evaluation

19. Student: Teacher Ratio : 47.5

20. Students Awards and Recognition: No.

SL.No	Names	Enrolment No	Details

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSE/SCS etc.)

SL.No	Names	Enrolment No.	Details	Year

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, opportunity, challenges) :

Strength:

Good cooperation among faculty members.

- Infrastructural facility such as: Smart Class, Sound Class Room etc.
- Institution rules, discipline, staff services to students, maintaining and accountability of office and departmental files etc.
- Relationship of head of the institution to other staffs and students
- Well and good arrange, digitalize and more and more books, journal, magazines kept in library.

Weakness:

- Though department possesses separate building, the physical infrastructure are not satisfactory as all are in under construction.
- Lack of proper innovative research center in the department.
- Lack of Opportunities to the students for preparing competitive examination in the department.
- No facility of access to research journals.

Opportunity:

- Initiation of PG course has created a good opportunity to students of surrounding areas aspiring for higher study after graduation.
- Approachable faculties to all the students of the department.
- Space for faculty members to attend in academic seminars and conferences to present paper/participate which helps to enhance knowledge/skills for our further academic carrier and also for teaching-learning process.
- To enhance good knowledge for the students
- Proper guidance in PG Dissertation

Challenges:

- Transportations problems for the staff
- lack of faculties
- Very high number of students in semester I, II and III (includes both Honours and optional paper) which makes difficult to meet the diverse abilities and needs of the Students.

- Encouraging students for higher studies and competitive examinations.
- Infrastructural lackness

23. Best Practices of the Department: Complete syllabus on time, implement different method of teaching, build approachable relationship between teacher students and try to give more effort in Teaching.
24. Future Prospects: make students sound in subject and able to crack the NET/SET or other competitive exams. Make good knowledge in research work. Try to build moral discipline. Make good relation and better adjustment in society..

Declaration by the Head of the Cell

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

Ms Lucky T Lama Sherpa

[Signature]
12/09/23

Head of the Department (with seal)

Date: 25/08/2023

Place: SMLGC, Gyalshing

Counter sign by AAA Committee

① *[Signature]*
Principal
SMLGD College
Gyalshing, West Sikkim

② *[Signature]*
IQAC
SMLGD College
Gyalshing, West Sikkim

③ *[Signature]*

④ *[Signature]*

[Signature]



SANCHI MAN LIMBOO GOVERNMENT COLLEGE, GYALSHING, WEST
SIKKIM. 737111.

Ref. No.:

Date: 29/08/2023

Academic and Administrative Audit(AAA) – Internal

Academic year 1st July 2022 to 31st June 2023

Academic Audit

1. Name of the Department: **Sociology**
2. Head of the Department: Dr. Amit Manger
3. Year of Establishment: 2011
4. Vision of the Department: To impart quality education for better society.
5. Faculty Details:

Sl. No	Name	Qualification	Designation	Experience (in years)	Specialisation	Contact No	Email. Id
2	Dr. Amit Mangar	M.A, M.Phil, PhD NET, SLET.	Assistant Professor	4 years	Sociology	7908595546	amitmanger@gmail.com
2	Mrs. Sedem Bhutia	MA. Socio) M.Phil, MA. Pol. Science) B.Ed, M.Ed, TET, SLET, NET.	Assistant Professor	12 Years	Theoretical Sociology	9775944608	sedembhutia@gmail.com
3	Ms. Pema Choki Bhutia	M.A, NET, JRF	Assistant Professor	2 years		9647716900	pemachokibhutia92@gmail.com
4	Mr. Pema Rinzing Bhutia	MA, M.Phil SLET, NET JRF.	Assistant Professor	12 Years		8391059087	ptshechu@gmail.com

(Note: credentials to be maintained by the Department)

6. Publications:

No.	Name	No. of Publication	Details of Publication ISBN/ISSN	Name of the Book	National/ International	Whether UGC Recognised
1	Mrs. Sedem Bhutia	1	ISSN 2454-4655		International	UGC recognized Pl. refer pg. no. ③

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

Sl. No.	Name	Seminar/Workshop	Title of the Paper	Place	Date & Year
1.	Dr. Amit MAnger	<ol style="list-style-type: none"> 1. Participated in 5 days workshop on NEP 2020 organized by SMLGC, Gyalshing 2. Organized 2 days Gender Sensitization Workshop. GSU, SMLGC, Gyalshing 3. Organized one day Gender Sensitization Awareness Program. . GSU, SMLGC Gyalshing 	<p>National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment</p> <p>Breaking the Barriers: Moving Towards Gender Equality</p> <p>Menstrual Health and Hygene</p>	<p>Zilla Bhawan, Gyalshing West, Sikkim</p> <p>Zilla Bhawan, Gyalshing West, Sikkim</p> <p>Auditorium Hall, SMLGC, Gyalshing</p>	<p>27th Feb- 3rd March 2023 Pl. refer pg. no. ②</p> <p>23-24 Nov. 2022 Pl. refer pg. no. ③</p> <p>1st May 2023 Pl. refer pg. no. ④</p>
3	Mrs. Sedem Bhutia	<ol style="list-style-type: none"> 1. Participated in 5 days workshop on NEP 2020 organized by SMLGC Gyalshing organized by SMLGC, Gyalshing 2. Presented paper in 2 days Gender Sensitization Workshop organized by GSU, SMLGC Gyalshing 	<p>National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment</p> <p>Gender Sensitization and its Importance</p>	<p>Zilla Bhawan, Gyalshing West, Sikkim</p> <p>Zilla Bhawan, Gyalshing West, Sikkim</p>	<p>27th Feb- 3rd March 2023 Pl. refer pg. no. ⑤</p> <p>23-24 Nov. 2022 Pl. refer pg. no. ⑥</p>

	Ms. Pema Choki Bhutia	<p>Participated in 5 days workshop on NEP 2020 organized by SMLGC, Gyalshing</p> <p>10 Days workshop on paper recycling organized IQAC, SGC, Gyalshing.</p>	<p>National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment</p> <p>Organizing committee members</p>	<p>Zilla Bhawan, Gyalshing West, Sikkim</p> <p>SGC, Gyalshing</p>	<p>27th Feb- 3rd March 2023</p> <p>PP. refer pg. no. (7)</p> <p>17th-26th Feb. 2023</p> <p>PP. refer pg. no. (8)</p>
4	Mr. Pema Rinzing Bhutia	<p>1. Participated in 5 days workshop on NEP 2020 organized by SMLGC, Gyalshing</p> <p>4. Organized 2 days Gender Sensitization Workshop. GSU, SMLGC, Gyalshing</p>	<p>National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment</p> <p>Breaking the Barriers: Moving Towards Gender Equality</p>	<p>Zilla Bhawan, Gyalshing West, Sikkim</p> <p>Zilla Bhawan, Gyalshing West, Sikkim</p>	<p>27th Feb- 3rd March 2023</p> <p>PP. refer pg. no. (9)</p> <p>23-24 Nov. 2022</p> <p>PP. refer pg. no. (10)</p>

(Note: Records to be maintaine)

8. Orientation/Refresher Programme

SL. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year
1.	Mr. Pema Rinzing Bhutia	Online two-week interdisciplinary refresher course in "Advance Research Methodology"	Teaching Learning Centre, Ramanujan College University of Delhi	21 st June -5 th July 2023 PP. refer pg. no. (11)
3	Ms. Pema Choki Bhutia	Faculty Development Programme on Design, Develop and Deliver Online/Blended Learning Courses organised	Sikkim University, Gangtok	12-16 Dec. 2022 PP. refer pg. no. (12)

(Records to be maintained)

9. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
1.	Dr. Amit Manger Mrs. Sedem Bhutia	Question Paper Setting, Odd Semester, Dec.2022-23 Pl. refer pg. no. (13) Evaluation B.A (Hon)- Sociology, even semester 2023. Pl. refer pg. (14) Question Paper Setting, Odd Semester, 2022-23 no. (15) and (15)

(Records to be maintained)

10. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details
NA	NA	NA

(Records to be maintained)

11. Recent Events Organised by the Department:

S.I. No.	Details
1.	Farewell program organized by the department for outgoing students, on 29 th July 2023. Pl. refer pg. no. (16)
2.	Teacher's Day celebration Program 6 th Sep. 2022. Pl. refer pg. no. (17)

(Records to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained): Yes

13. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes

14. Whether the Faculty make use of ICT enabled classroom: Yes

15. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes

16. Whether the Department has the provision for Remedial classes for slow learners (Records to be maintained): No

17. Does the curriculum have scope for conducting Field trips/ Field-based surveys, Institutional visits etc. Yes

S.I No	Event	Place of Visit	No of Participants	Date & Year
1	Field Visits as the part 6 th Semester Paper IX Syllabus students have	Respective field area including west and south districts of	32	24 th June -2 nd July 2023 Pl. refer pg. no. (18) and (19)

	to write 100 marks Field Report	Sikkim.		
--	---------------------------------	---------	--	--

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/Evaluation System: First and second Sessional test conduct and evaluated internally evaluated by department of sociology.

19. Student: Teacher Ratio: 1:108

I Semester: 199

III Semester: 201

V Semester: 32

Total: 432

Total students: 432

Faculty Members: 04

20. Students Awards and Recognition:

S.I. No.	Names	Enrolment No.	Details
1.	Sawan Subba	21GA0406	<ol style="list-style-type: none"> 1. Participated and won the silver position in 60 kg weight category boxing in the Meghalaya Open Elite Men's Invitational Boxing Fight Night held at Shillong from 4th to 6th Aug, 2022. 2. Participated and won the Silver medal in 3rd BFI Elite East Zone Men and Women Boxing Championship 2022 held at Namchi, Sikkim on 11th to 13th Sep. 2022. 3. Participated in boxing organized for the celebration of International Olympic Day 2023 at Kyongsa,

2.	Aroshi Khawas	20GA0378	<p>Gyalshing district on 23rd June. 2023.</p> <p>4. Participated and represented Sikkim in Boxing 63 kg weight category in North East Regional Sports Week 2022. Organised by Deptt. of Youth Affairs & Sports, Govt. of Manipur from 28th April to 3rd March 2022 at Imphal.</p> <p><i>Pl. refer pg. no. 20 to 24</i></p> <p>An Educational Tour to Delhi. Agra & Jaipur on Jan. 18th to 24th 2023. Since she had the highest CGPA among the students, she was selected from the Dept. of Sociology for the same.</p> <p><i>Pl. refer pg. no. 25 to 25.</i></p>
----	---------------	----------	---

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSC/SCS etc.):

S.I. No.	Names	Enrolment No.	Details	Year
NA	NA	NA	NA	NA

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words

Strength:

- Strong bonding and co-ordination among the faculty
- Regular assessment of students through unit tests, term paper presentation, assignments etc;
- Hands on Learning Experience under the supervisors in writing field report
- Sound academic work environment
- Excellent student-teacher/teacher-students rapport

Weakness:

- Communication gap between the teachers and students due to higher enrolment
- Lack of departmental library
- Lack of internet connectivity in the department

Opportunities:

- Career Guidance and Counselling provided to the students throughout the course.
- Co-Curricular activities provided for the personality development of the students.

Challenges:

- Handling large number of students in the classroom sometimes may be problematic.
- Time constraint for the students to write dissertation of 100 marks in Spring Session.
- To conduct term paper presentation during sessional is challenging due to large number of students especially general semester.

23. Best Practices of the Department:


- Field study for final semester students: students practically learned from the field using their theoretical knowledge.

24. Future Prospects

- To invite external experts to deliver special lectures.
- To organize departmental seminars and workshops.
- Faculty members to be encouraged to take up research projects and participating in seminars, workshops and conferences.

Declaration by the Head of the Department

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

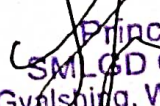

H.O.D.
Department of Psychology
SMLGD College
Gyalshing, West Sikkim
Head of the Department (with Seal)

Dr. Amit Manger

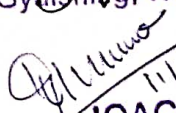
Date: 29th Aug. 2023

Place: SMLGC, Gyalshing

①


Principal
SMLGD College
Gyalshing, West Sikkim

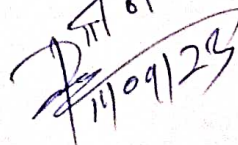
②


11/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim

③


2023

④


11/09/23

SIKKIM GOVERNMENT COLLEGE, GYALSHING, WEST SIKKIM. 737111.

Ref. No.:

Date: 25/08/2023

Academic and Administrative Audit(AAA) – Internal

Academic year 1st July 2022 to 31st June 2023

Academic Audit

1. Name of the Department: EDUCATION
2. Head of the Department: DR SHANKER LUITEL
3. Year of Establishment: 2011
4. Vision of the Department: FOCUS ON QUALITATIVE AND PRODUCTIVE EDUCATION
5. Faculty Details

Sl.No.	Name	Qualifica tion	Designation	Experie nce (in years)	Special ization	Contact No.	mail
	DR SHANKER LUITEL	M A, M ED, M PHIL, PHD	ASSISTANT PROFESSOR	16 yrs	ET, GC	70019724 09	shankerind98@gmail. com
2	ARPANA SILWAL	MA, B ED	ASSISTANT PROFESSOR	12 yrs	GC	98320484 29	arpanasilwa24@gmai l.com
3	SALMA LAMICHAN EY	MA, B ED SLET	ASSISTANT PROFESSOR	8 yrs	ME	75510175 09	lamichaneysalma43 @gmail.com
4	KABITA GURUNG	MA, B ED SLET	ASSISTANT PROFESSOR	12 yrs	ME	86170951 72	Gurungkabu12@gma il.com

(Note: credentials to be maintained by the Department)

6. Publication

Sl No	Name	No. of Publication	Details of Publication	Name of book	National/ International	Weather UGC Recognized	Contact No. page no Refer
1	Dr Shanker Luitel	1	Study habits of secondary school students in Gyalshing sub-division in west district. ISSN:2349-6002, Impact factor 7.376	International journal of innovative research in technology	International	UGC Approved 07/12/2022	7001972409 Page No8..... ...
2	Dr Shanker Luitel	1	Attitude towards Mathematics subjects among government and private secondary school students of West District in Sikkim	International Journal	International	1/6/2023	7001292409 Page No9.....

Note: Publication includes Newsletter, news paper, Journal, books, chapters, chapters Monogram etc.) records to be maintained

7. Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars/Workshop Title	Title of the Paper	Place	Date & Year	Contact No page No
1	Dr Shanker Luitel	NEP 2020 in higher education focusing on curriculum, pedagogy and assessment	5 days workshop National	Sikkim Govt. College, Gyalshing, West Sikkim	27 Feb-3 rd Mar 2023	Page10.....
2	Dr Shanker Luitel	Waste Paper Recycling	10 days Workshop	Internal Quality Assurance Cell, SGC, Gyalshing	17-26 Feb, 2023	Page11.....
3	Dr Shanker Luitel	International Seminar	Equality of Opportunity in Education for Girls	Murshidabad University	30 th Nov 2022	page12.....
1	Arpana Silwal	Menstrual Mental Health and hygiene	1 day Organized by JSU- RUSA	Auditorium SGC, Gyalshing	1 st may 2023	page13.....
2	Arpana Silwal	National education policy 2020 in higher education: focusing on	5 days	Sikkim Govt. College, Gyalshing, West Sikkim	27 Feb-3 rd Mar 2023	page,

		curriculum, pedagogy and assessment				14 ✓
3	Arpana Silwal	Breaking the barriers: moving towards gender equality	2days organized by GSU SGC, Gyalshing Sponsored by RUSA	Jilla Bhavan Gyalshing	23-24 Nov, 2022	Page ..15.. ✓
1	Salma Lamichaney	Literature Review	1 day	Online ESSGEE-DIGISKILLS	28/3/2023-4/4/2023	Page ..16.. ✓
2	Salma Lamichaney	National education policy 2020 in higher education: focusing on curriculum, pedagogy and assessment	5days	Sikkim Govt. College, Gyalshing, West Sikkim	27 Feb-3 rd Mar 2023	Page ..17.. ✓

(Note: Records to be maintained)

8. Orientation / Refresher Programme

Sl No	Name	Orientation / Refresher Programme Details	Place	Date & Year	Remarks

(Records to be maintained)

9. Teachers participation in BoS, Q.P. setting, Moderation, Evaluation etc.

Sl.No	Name	Details	Reference Page No
	Question moderation	B A Education	
1	Dr Shanker Luitel	5 th Semester Paper-V	18 ✓
2	Dr Shanker Luitel	2 nd Semester Paper-II	19 ✓
3	Salma Lamichaney	5 th Semester Paper-V	20 ✓
4	Salma Lamichaney	Evaluation (24-29 July, 2023)	21 ✓
5	Arpana Silwal	Evaluation (3/4/2023-6/4/2023)	22 ✓
5	Arpana Silwal	Evaluation (24- 4 th August 2023)	23 ✓
			24 ✓

(Note: Records to be maintained)

10. Teachers Awards and Recognition (If any)

Sl.No	Name	Details
-	-	-

11. Recent Events organized by the Department.

Sl.No	Details	Reference page No
1	Teachers Day Programme 5 th Sep, 2022	25 ✓
2	Annual College Fest Theme 'EUDAIMONIA' 05/06/07/June 2023	26 ✓
3	Radio programme on General Awareness about Higher Studies	27 ✓
4	Children's day Program, 14 th Nov 2022	28 ✓
5	Farewell Program 6 th July 2023	29 ✓
6	Mega Yashh Festival 9 th June 2023	30 ✓

(Records to be maintained)

(Note: Detailed write-up to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained): Yes.
13. Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained). Yes
14. Whether the faculty make use of ICT enable classroom: Yes
15. Whether the Department ensure proper Scrutiny of Internal Examination Marks: Yes
16. Whether the Department has the provision for remedial classes for slow learner (records to be maintained) : Yes
17. Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc. Yes

Sl.No	Event	Place of visit	No of Participants	Date & Year
1	Excursion/ Educational Tour	Pelling , Yoksum Rabdenchi	19	2023 Refer Page 31

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/ Evaluation system: Written and term paper evaluation
19. Student: Teacher Ratio : 1:7
20. Students Awards and Recognition:

Sl.No	Names	Enrolment No	Details	Reference Page No
1	Arjun Sharma & Sabina Tamang	20GA034 and 21GA060	Two students were participated in debate, and quiz competition held on Nov 2022	
2	Meera Chettri, Preeti Gurung & Rajita Subba	20GA040 20GA050 20GA045	Participated on inter department dance competition on 14 th Nov 2020.	
3	Meera Chettri, Preeti Gurung, Nishal Sharma, Sulab Rai, Arjun Sharma, Sunil Rai, Rajita Subba	20GA040 20GA050 20GA045 034, 053, 315, 054	Students participated in dance competition organized by NYK on 9 th June, 2023	30

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSE/SCS etc.)

Sl.No	Names	Enrolment No.	Details	Year
1	Phuwangma Subba	Selected in SU for Higher Studies -	Subject Education-	2023
2	Sulab Rai	Selected in SU for Higher Studies -	Subject Education	2023
3	Eksha Hangma Subba	Selected in SU for Higher Studies -	Subject Education	2023

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, opportunity, challenges) :

Strength:

- Quality of teacher and transaction of curriculum is the strength of institution.
- Infrastructural facility such as: OHP, Smart Class, Sound Class Room etc.
- Institution rules, discipline, staff services to students, maintaining and accountability of office and departmental files etc.
- Relationship of head of the institution to other staffs and students
- Well and good arrange, digitalize and more and more books, journal, magazines keep in library.

Opportunity:

- Enhance the professional competencies
- Chance to get better opportunity
- To make more confidence.
- Chance to deal with different types of students.
- Improve vocabulary and reading habits.
- Chance to make more and more improvement in teaching strategies, procedure and methods.

Challenges:

- Non cooperation of stakeholders
- Inefficient staffs, at the time of implementing different departmental schemes.
- Lack of well and good infrastructural facilities
- Shortage of staffs may challenge to complete the syllabus.
- In disciplinary activities done by students frequently.
- More political involvement in the institution.

23. Best Practices of the Department:

Complete syllabus on time, implement different method of teaching, build good personality and try to give more effort in Teaching.

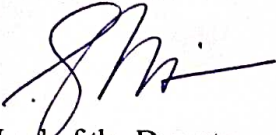
24. Future Prospects:

Make students sound in subject and crack NET/SET or other competitive exams. Make good knowledge in research work. Try to build moral discipline. Make good relation and better adjustment in society.

Declaration by the Head of the Cell

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

Dr Shanker Luitel




Head of the Department (with seal)

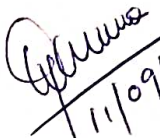
Date: 06/06/2023

Place: SMLGC, Gyalshing

Assistant Professor
Department of Education
SMLGC, Gyalshing.

Counter sign by AAA Committee

① 
Principal
SMLGD College
Gyalshing, West Sikkim

② 
11/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim

Ref. No.:

Date: 11/08/2023

Academic and Administrative Audit (AAA) – Internal
Academic year 1st July 2022 to 31st June 2023
Academic Audit

25. Name of the Department: Department of History

26. Head of the Department: Dr. Bikash Karki

27. Year of Establishment: 2011

28. Vision of the Department: To produce maximum research-oriented students in future

29. Faculty Details

Sl.No.	Name	Qualification	Designation	Experience (in years)	Specialization	Contact No.	Email.id
1.	Renuka Khatiwara	M.A	Assistant Professor	13	Modern Indian History	9734041154 (Attached Certificate reference page no.....1.....)	renukakhatiwara79@gmail.com
2	Mayal Mit Lepcha	M.A B.Ed Ph.D Pursuing	Assistant Professor	08	Medieval Indian History	7557888977 (Attached Certificate reference page no.....3 & 4.....)	mmishila@gmail.com
3	Aruna Chettri	M.A B.Ed SLET	Assistant Professor	08	Modern Indian History	9734126499 (Attached Certificate refer	chettriaruna46@gmail.com

4	Dr. Bikash Karki	Ph.D, M.Phil, M.A B.Ed	Assistant Professor	17	Modern Indian History	9932223634/790 8474166 (Attached Certificate refer page no.....586.....)	bikashkarki5@gmail.com
5.	Sanphung Hangma Subba	M.A B.Ed SLET	Assistant Professor	02	Economic History of India	8768678513 (Attached Certificate refer page no.....7.....)	sanphungsubba@gmail.com

(Note: credentials to be maintained by the Department)

14. Publication

Sl. No	Name	No. of publication	Details of publications ISBN/ISSN	Name of Book	National/ International	Weather UGC Recognised
1.	Dr. Bikash Karki Content Development	01	Vikash Publishing House PVT. LTD. Serial no VLK/CU/2000/98/23	(Book content) Society and Politics in Sikkim B.A Political Science Sikkim Manipal University (Digital Version)	National (attached agreement paper (refer page no...8-15...))	N. A
	Mayalmit Lepcha	1	Serials Publications Pvt. Ltd. (2022) ISBN: 978-93-91844-16-5.	Understanding Tribes of North East India Issues and Challenges	Chapter 16. Pp217-238. (Refer page no...16-18...)	N. A

(Note: Publications includes Newsletter, newspaper, journal, books, chapters, Monogram etc.)

Records to be maintained

15. Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars/ Workshop Title	Title of the Paper	Place	Date & Year
1.	Aruna Chettri	Attended Two-Day Gender Sensitization workshop on " Breaking the Barriers: Moving Towards Gender Equality"		Organized by Sanchaman Limboo Government Degree College Gyalshing, Sponsored by Rashtriya Uchchatar Shiksha Abhiyan RUSA, Education Department Govt. of Sikkim	on 23-24 November 2022 at Zilla Bhawan Gyalshing, Sikkim (attached Certificate refer page no..18.....)
2.	Aruna	Participate		Organized	on 27 th

	Chettri	as participant in the Five-Days Workshop s on” National Education Policy (NEP) 2020 in Higher Education: Focusing on Curricula m, Pedagogy and Assessme nt”		by Sanchaman Limboo Government Degree College Gyalshing, funded by RUSA	Feb- 3 rd March 2023 (attached Certificat e refer page no..1.9.....)
3.	Renuk a Khatiw ara	Attended Two-Day Gender Sensitizati on workshop on “ Breaking the Barriers:		Organized by Sanchaman Limboo Government Degree College Gyalshing, Sponsored by Rashtriya	on 23-24 Novembe r 2022 at Zilla Bhawan Gyalshin g, Sikkim (attached Certificat e refer 20

		Moving Towards Gender Equality”		Uchchatar Shiksha Abhiyan RUSA, Education Department Govt. of Sikkim	page no..... 20.....)
4	Renuka Khatiwara	Participate as participant in the Five-Days Workshops on” National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment”		Organized by Sanchaman Limboo Government Degree College Gyalshing, funded by RUSA	on 27 th Feb- 3 rd March 2023(attached Certificate reference page no..... 21.....)

5	Mayal mit Lepcha	Participate as Organiser in the Five-Days Workshop s on" National Education Policy (NEP) 2020 in Higher Education: Focusing on Curricula m, Pedagogy and Assessme nt"		Organized by Sanchaman Limboo Government Degree College Gyalshing, funded by RUSA	on 27 th Feb- 3 rd March 2023(atta ched Certificat e refer page no. 22)
6	Mayal mit Lepcha	Online Internation al Conference "Permanan d Philosophy, Psychology , and Physiology of	Correlation of Women and happiness in Shaping a Healthy Relationship: A Personal study	(ACEPH) Amity University Uttar Pradesh	28-30 th Septembe r 2022 (attached Certificat e refer page no. 23)

		Happiness”			
	Sanph ung Hangm a Subba	Certificate of participati on Five days Online Faculty developme nt	Programme on “Mentoring for Institutional Social Responsibility and Facilitation for community Engagement”	FDC Mahatma Gandhi National Council of Rural Education, Higher Education, Ministry of Education, Government of India sponsored by Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching	From 8 th to 12 th February 2022(atta ched Certificat e refer page no...21...)
7	Sanph ung Hangm a Subba	Participate as participant in the Five-Days Workshop s on” National Education Policy (NEP) 2020 in		Organised by Sanchaman Limboo Government Degree College Gyalshing, funded by RUSA	on 27 th Feb- 3 rd March 2023(atta ched Certificat e refer page no...25...)

		Higher Education: Focusing on Curriculum, Pedagogy and Assessment”			
8					
9	Dr. Bikash Karki	Organizing Committee member for Ten Days workshop on “Waste Paper Recycling ”		The Internal Quality Assurance Cell, Sikkim Government College, Gyalshing	from 17-26 th February, 2023 funded by RUSA (attached Certificate refer page no. <u>26</u>)
10	Dr. Bikash Karki	Participate as participant in the Five-Days Workshop		Organized by Sanchaman Limboo Government Degree	on 27 th Feb- 3 rd March 2023(attached photogra

		<p>s on”</p> <p>National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment”</p>		<p>College Gyalshing, funded by RUSA</p>	<p>phs Certificate refer page no. 27.....)</p>
11	Dr. Bikash Karki	<p>Coordinating the Radio Production Workshop organized</p>		<p>At Sanchaman Limboo Government Degree College, Gyalshing, west Sikkim</p>	<p>From 1st March to 10 March 2023(attached Report, Certificates and photographs refer page no. 28..... 35.....)</p>
12	Dr.	<p>Participati</p>		<p>Organized</p>	<p>From 1st</p>

Bikash Karki	ng in the Radio Production Workshop and developin g Radio Programs for School Radio		at Sanchaman Limboo Government Degree College, Gyalshing, west Sikkim	March to 10 March 2023(atta ched Report, Certificat es and photogra phs refer page no..... ²⁸ ³⁵ .)
--------------	---	--	---	---

(Note: Records to be maintained)

16. Orientation / Refresher Programme

Sl. No	Name	Orientation / Refresher Programme Details	Place	Date & Year
-	-	--	-	-

valuation(Records to be maintained)

9. Teacher's participation in BoS, Q.P. setting, Moderation, Evaluation etc.

Sl.No	Name	Details
1.	Renuka Khatiwara	Paper Evaluation Sessional I, II & End Term Evaluation B.A Honours History 24 th -29 th July 2023 Evaluation (Received from email refer confidential letter enclosed page no.....) ³⁵ 36
2	Aruna Chettri	Sessional I, II & End Term Evaluation B.A Honours History 29 th 31st March 2023 Evaluation, dated 23 rd March 2023 refer confidential letter enclosed page

		no. ³⁵ 37
3	Mayalmit Lepcha	Sessional I, II & End Term Question Setting-B.A Honours V Semester History-VIII dated 24 th Nov. 2022 B.A Honours History 3 rd April to 6 th April Evaluation, dated 2 nd April 2023 & B.A Honours History 24 th -29 th July 2023 Evaluation (Received from email refer confidential letter enclosed page no. ^{38, 39} 39, 40)
4	Dr. Bikash Karki	Sessional I, II & End Term Evaluation & Appointed as an External Examiner -Viva-Voce PG Political Science, SGC Gyalshing on 16 th of September 2022(Certificate due from Principal office) Sessional I, II & End Term Evaluation B.A Honours History 29 th 31 st March 2023 Evaluation, dated 23 rd March 2023 & B.A Honours History 24 th -29 th July 2023 Evaluation 18 th July 2023 refer confidential letter enclosed page no. ⁴⁰⁻⁴¹ 41, 42
5	Sanphung Hangma Subba	B.A Honours History 31 st July -4 th August 2023 Evaluation (Received from email refer confidential letter enclosed page no. ⁴² 43)

(Note: Records to be maintained)

25. Teachers Awards and Recognition (If any)

Sl.No	Name	Details
1	Bikash Karki	Ph.D awarded on 15 th October 2020 attached Provisional certificate and Course work Marksheet 5 & 6

26. Recent Events organized by the Department.

	Provisional certificate and Course work Marksheet
--	--

4. Recent Events organized by the Department.

Sl.No	Details
1.	Farewell programme organized by Dept. of History, dated: ⁴⁴ 09.08.2023 (attached report with photographs refer page no.....) ^{45 46}
2.	Teachers' day Programme organized by Dept. of History, dated: 05.09.2023 (attached Report with photographs refer page no.....) ⁴⁸
3.	Freshers' Welcome Programme organized by Dept. of History, dated: 09.09.2023 (attached Report with photographs refer page no.....) ^{49 and 50}

44 to 47

(Records to be maintained)

- Whether the Department maintains Attendance Register (Records to be maintained): Yes
- Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained). Yes
- Whether the faculty make use of ICT enable classroom: Yes
- Whether the Department ensure proper Scrutiny of Internal Examination Marks: Yes
- Whether the Department has the provision for remedial classes for slow learner (records to be maintained): No such students
- Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc. yes,

Sl.No	Event	Place of visit	No of Participants	Date & Year
1.	International Women's Day Celebration		120	8 th March 2023. Pg. no. 50-51
2.	One Day field study on Bee	Middle Gyalshing	70	08.05. 2023 (attached 62-66)

	EHS Semester Students	VI			
2.	Short Historical visit cum picnic	Pabongla and Terri South Sikkim	46		06.06.2023 (attached Report with photographs refer page no. 62-64 ⁶² 62-64

(Note: Detailed write-up to be maintained)

33. Details of Internal Examination/ Evaluation system:

34. Student: Teacher Ratio: 65:3

35. Students Awards and Recognition:

Sl.No	Names	Enrolment No	Details
3.	Department of History		Inter- Departmental Boys' Football Match between Department of History verses Department of Physical Education Group (B) Runners up trophy July 15 2022 (Attached photographs refer page no. <u>65</u>)

3.	<p>Sabina Rai IV Semester Roshni Rai IV Semester Mahind Rai IV Semester and Bhim Maya Kami IV Semester Karna Bahadur Gurung IV Semester Sunu Hangma IV Semester Devika Rai IV Semester Students (Group) participated from Department of History</p>		<p>Actively participated in Folk Dance on the Occasion of Annual College Fest 'Sangharsha 2022' Organised by the Student body of SGC, Gyalshing from 13th to 16th July 2022 (Attached Certificate refer page no....66.....)</p>
6.	<p>Sabina Rai IV Semester Roshni Rai IV Semester Mahind Rai IV Semester and Bhim Maya Kami IV Semester students participated from Department of History</p>		<p>Inter-Departmental Culture-Competition organized by SGC Gyalshing held at College Auditorium on 14th of November 2022 (Attached Certificate refer page no....67.....)</p>
6.	<p>Mahindra Rai IV Semester and Karna Bahadur Gurung IV Semester students participated from Department of History</p>		<p>Inter-Departmental Quiz Competition organized by SGC Gyalshing held at College Auditorium</p>

			on 14 th of November 2022 (Attached Certificate refer page no.....67.....)
6.	Binita Kami and Nicholas Lepcha participated from Department of History		Quiz Competition organized by Department of Political Science in Collaboration with Election Commission of Sikkim on 26 November 2022 (Attached Picture of Trophy refer page no.....68.....)
3.	Department of History		Students' and Faculties, participated in the Radio Production Workshop and developing Radio Programs for School Radio Organized at Sanchaman Limboo Government Degree College, Gyalshing, west Sikkim from 1st March to 10 March
5.			

		2023 (Attached certificate refer page no.....(69).....)
2.	Department of History	Inter-Departmental Boys' Football Match between Department of History verses Department of Limboo Winners up trophy July 2023 (Attached photographs refer page no.....70.....)
4.	Sabina Rai and Party students Department of History	1 st Position in the event of Dance Competition organized by Nehru Yuva Kendra Gyalshing in Collaboration with Sanchaman Limboo Govt. College Gyalshing on 9 th June 2023 (Attached Certificate refer page no.....71.....72.)
5.	Barsha Manger student Department of History	1 st Position in the event of photography

			organized by Nehru Yuva Kendra Gyalshing in Collaboration with Sanchaman Limboo Govt. College Gyalshing on 9 th June 2023 (Attached Certificate refer page no.....73.....)
--	--	--	---

(Records to be maintained)

36. Students Achievements (NET/SLET/UPSE/SCS etc.) *Departmental Achievements*

Sl.No	Names	Enrolment No.	Details	Year
1.	Department of History		Commendable certificates presented to Department of History Batch- 2020 -2023	2023(Attached Photograph and Certificate frame refer page no...74-75..)
2.	Pema Tashi Lepcha	Office order	Primary Teacher Lepcha	2020 (Office Order attached refer page no...76-778
3.	U Hangma Subba	Office Order	Office Attendant	2023 (Office Order attached refer page no...79.)

(Records to be maintained)

37. SWOC Analysis (Strength, weakness, opportunity, challenges):

Strength:

- We have a qualified resources including -Faculty members and good students' enrolment.
- Each faculty member has unique skills, so there is no doubt that we have a qualified Assistant Professors, a good researcher teacher and a good lecturer.
- We all have a good understanding of the academic requirements, several of us have good experienced in teaching together successfully in the past.

Weakness:

- Physical resources -location, building, equipment is under construction
- All faculty member does not have access to a computer most of the time due to poor network connections.

Opportunity:

- We are able to secure space in the Department to meet up.
– All of us agree that this is a great chance to build our teamwork and accept the future tasks.
- We are pursuing Ph.D. attending and presenting research papers in seminars, classes, or lectures that can help us to improve our academic carrier
- An example is a new technology or training opportunity through online mode we can take advantage of it because of Pandamic-19

Challenges:

- leadership skills need to be focused
- struggle to deal with change

38. Best Practices of the Department: Teaching -Learning practice through blended mode

54. Future Prospects: focus to improve research skills in future.

Declaration by the Head of the Cell.

ereby declare that the above furnished information is true and the Department will have no objection
hen validated by the Academic and Administrative Committee at any point of time.

HOD
Department of History
SMLGD College, Gyalshing
West Sikkim

Head of the Department (with seal)

Date: 11.09.2023

Place: S.G.C, Gyalshing

Counter sign by AAA Committee

①

Principal
SMLGD College
Gyalshing, West Sikkim

②

11/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim

③

09 2023

④

11.09.2023

⑤



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSI

Aarigaon, West Sikkim-737111
Internal Quality Assurance Cell (IQAC)

SGCG/IQAC/ADM/2023

Dated: 20/07/2023

Academic and Administrative Audit (AAA) – Internal
Academic Year 1st July 2022 – 30th June 2023
Academic Audit

1. Name of the Department: **Geography**
2. Head of the Department: Dr. Renuka Sharma
3. Year of Establishment: 2011
4. Vision of the Department (100 words): The Department of Geography's mission is to provide our students with education experience of good quality and to conduct vital research that produces good outcome which will help to produce valuable result. The department is committed to outstanding teaching and scholarly activities within the framework of academic freedom and diversity of ideas. The Dept of Geography is dedicated to the advancement of knowledge and serving our communities, from local to global.

To lead the development of academic educational and research directions of human and human and natural systems, urban and rural problems and geospatial information science, harnessing the integrative nature of geographic science to answer fundamental questions of global importance.

5. Faculty Details:

Sl. No	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
1.	Dr. Renuka Sharma	Ph.D	Asst Prof	12yrs	GIS&RS	3 rd Aug 2018	Permanent
2.	Karma C Bhutia	M A	Asst Prof	12yrs	Human Geog. Stats	3 rd Aug 2018	Permanent
3.	Naresh Bhusal	M A	Asst Prof	3.5 yrs	Physical geo	5 th March 2020	Adhoc
4.	Rajiv Rai		Asst prof	2.5 yrs	Physical Geography		Adhoc

(Note: Credentials to be maintained by the Department)

6. Publications:

S.I. No.	Name	No. of Pub	Details of Publication ISBN/ISSN	Name of the Book	National/International	Whether UGC Recognised
1	Renuka Sharma	2	1.ISSN0976 0997 2.ISSN1681 8997	1.Challenges in Solid Waste Management in Mountain Region: A study of Gangtok Sikkim 2. Assessment of Solid waste management Project in Nainital District of Kumaun Himalayas India	1.International 2.International	No
						Pl. refer pg. no. (1)
						Pl. refer pg. no. (2)
2	Karma C Bhutia					
3	Rajiv Rai					
4	Naresh Bhusal					

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

S.I. No.	Name	Seminar/Workshop Title	Title of the Paper	Place	Date & Year
1	Dr. Renuka Sharma	Five Days Workshop on NEP 2020 in Higher Education: Focusing On Curriculum Pedagogy and Assessment		Zilla Bhawan, Gyalshing.	27/02/2023 to 03/03/2023
					Pl. refer pg. no. (3)
2	Karma C Bhutia	Managing Online Classes & Co-Creating MOOCS 19.0		Online	07-21 oct. 2022
					Pl. refer pg. no. (4)
3	Naresh Bhusal	Five Days Workshop on NEP 2020 in Higher Education:		Zilla Bhawan, Gyalshing.	27/02/2023 to 03/03/2023
					Pl. refer pg. no. (5)

		Focusing On Curriculum Pedagogy and Assessment			
4	Rajiv Rai	Five Days Workshop on NEP 2020 in Higher Education: Focusing On Curriculum Pedagogy and Assessment		Zilla Bhawan, Gyalshing.	27/02/2023 to 03/03/2023 Pl. refer pg. no. 6

(Records to be maintained)

8. Orientation/Refresher Programme

S.I. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year
1				
2				

(Records to be maintained)

9. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
1	Dr. Renuka Sharma	Geography paper II III, IV, V, VI, VII, VIII and IX
2	Naresh Bushal	Geography paper II III, IV, V, VI, VII, VIII and IX

(Records to be maintained)

10. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details
1	Dr. Renuka Sharma	Certificate of Appreciation from DDMA, Gyalshing.
2		
3		
4		

(Records to be maintained)

11. Recent Events Organised by the Department:

S.I. No.	Details
1	Field Trip to kolkata Pl. refer pg. no. 10
2	Field Trip to Odisha Pl. refer pg. no. 11
3	Field Trip to Yuksome Pl. refer pg. no. 12 and 13

12. Whether the Department maintains Attendance Register (Records to be maintained):

Yes

13. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes

14. Whether the Faculty make use of ICT enabled classroom: Yes

15. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes

16. Whether the Department has the provision for Remedial classes for slow learners (Records to be maintained): Yes

17. Does the curriculum have scope for conducting Field trips/ Field-based surveys, Institutional visits etc. Yes

Sl No	Event	Place of Visit	No of Participants	Date & Year
1.	Field Trip	Field Trip to kolkata	38	17/11/2022 pp.
2.	Field Trip	Field Trip to Odisha	24	03/05/2023 pp. refer pg. no. (11)
3.	Field Trip	Field Trip to Yuksom	40	10/05/2023 pp. refer pg. no. (12) & (13)

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/Evaluation System (50 words): Two Internal Examination of 25 marks each is conducted in each semester. The notice for their internal examination is given to the students three weeks before, displayed in the notice board and in their Whatsapp group too. Assignments are given for practice which they need to present it through PPT. For practical based paper to improve the outcome of the laboratory work done in a semester, out of 25 marks for internal, day to day work in the laboratory shall also be evaluated including their practical lab-book.

19. Student: Teacher Ratio:

20. Students Awards and Recognition:

S.I. No.	Names	Enrolment No.	Details

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSC/SCS etc.):

S.I. No.	Names	Enrolment No.	Details	Year
1.	Anjana Subba	16GA0016	NET	June 2021

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words

Strength

- Young talented and hardworking faculty members all recruited under UGC rules.
- All the faculty members are specialised in different fields.
- We are equipped with a laboratory with basic instruments needed to the students.

Weakness

- No internet connectivity.
- Upgrade our laboratory with well equipped computers, internet connectivity and new software used for GIS&RS
- New updated maps are lagging in our department.

Opportunities

- Encouraging students to face all the competitive exams, making them aware of the examinations and giving them ideas to sit for the examinations.
- Encouraging students to go opt for GIS&RS courses which have a vast scope in geography.

Challenges

- We are equipped with basic instruments needed to the students.

Weakness

- No internet connectivity.
- Upgrade our laboratory with well equipped computers, internet connectivity and new software used for GIS&RS
- New updated maps are lagging in our department.

- We have not been able to frequently organise programs for the development of the students.
- Both the students and teachers are engaged in the academic activities as we hardly get time for other co-curricular activities.

23. Best Practices of the Department: Peer learning which creates reciprocal learning avenues involving contribution to knowledge, ideas and skill built up among students. It is envisaged as a method of progressing to mutual teaching and learning process. It crafts informality within a formal environment focusing on team work and co-operation. We also focus on capacity building which enables the enhancement of students' abilities to understand and deal with real life situations and acts as a bridge between learnt knowledge and real world.

24. Future Prospects: Better classroom management with good infrastructure, holistic education, pollution free campus, eco-friendly living and learning methods, care for environment, best library facilities, canteen well equipped laboratory with internet facilities, which will encourage the students to make carrier as cartographer, climatologists, GIS Professional, Demographer Planner etc.

Declaration by the Head of the Department

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.


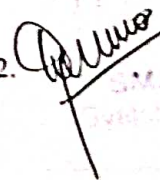
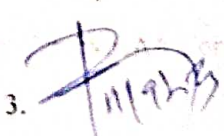

Dr. Renuka Sharma

Head of the Department (with Seal)

Date: 20/11/23
Deptt. of Geography
SMLGD College, Gyalshing

Place: Gyalshing

Counter Sign by AAA Committee

1. 
Principal
SMLGD College
Gyalshing, West Sikkim
2. 
SMLGD College
Gyalshing, West Sikkim
3. 
4. 
- 5.
- 6.



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim - 737111
Internal Quality Assurance Cell (IQAC)

SGCG/IQAC/

Dated: 8/9/2023

Academic and Administrative Audit (AAA)- Internal Academic Year July 2022 – June 2023 (Two Years) Academic Audit

1. Name of the Department: **Bhutia**
2. Head of the Department: **Tshering Palden Bhutia**
3. Year of Establishment: **2011**
4. Vision of the Department (100 words): To discover how language works and why, by encouraging excellence in scientific research, modern languages, literature and cultures (MLC) seeks to inculcate in students at beginning and advance levels, the department places particular emphasis on the teaching of culture in all its forms: seeking to instil the idea that while the understanding of language has practical benefit, the study of literary and cultural traditions in a broad context will bring further rewards.
5. Faculty Details:

Sl. No.	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
01	Dr Thupten Palzang Bhutia	MA Bhutia	Assistant Professor	13 years	Bhutia language and culture	22/07/2011	Regular
02	Tshering Palden Bhutia	MA. Bhutia	Assistant professor	4 years		09/09/2019	Ad-hoc

(Note: Credentials to be maintained by the Department)

6. Publications:

Sl. No.	Name	No. of Publication	Details of Publication ISBN/ISSN	Name of the Book	National/ International	Whether UGC Recognised
01	Thupten Palzang Bhutia	01	Chapter	BKYT (Bhutia Literary Development)		

				Association) Pl. Refer page no-01		
--	--	--	--	---	--	--

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

S.I. No.	Name	Seminar/Workshop Title	Title of the Paper	Place	Date & Year
01	Thupten Palzang Bhutia	Workshop on NEP 2020		Sikkim Govt. College, Gyalshing	27 th feb 3 rd March 2023 Pl. Refer page no-02
02	Thupten Palzang Bhutia	National Seminar on Sikkim Religious History	Sikkim Religious History	SGIHNS, Sheda, Gangtok	28 th April 2023 Pl. Refer page no-03
04	Mr Tshering Palden Bhutia	Workshop on NEP 2020		Sikkim Govt. College, Gyalshing	27 th feb 3 rd March 2023 Pl. Refer page no-04
05	Thupten Palzang Bhutia	Webinar	Writing for publishing	Nuhianwali Education Society	6 th and 7 th Oct, 2022 Pl. Refer page no-05
06	Thupten	Workshop on		Sikkim	17 th -

Palzang Bhutia	Introduction of statistics.		Govt. College. Gyalshing	21 st May 2022 PL Refer page no-06
----------------	-----------------------------	--	--------------------------	--

(Records to be maintained)

8. Orientation Refresher Programme

S.I. No.	Name	Orientation Refresher Programme Details	Place	Date & Year

(Records to be maintained)

9. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
01	Thupten Palzang Bhutia	Setting, Moderation and Evaluation, all semester-2022-23 PL Refer page no-07a, b, c, d.
02	Tshering Palden Bhutia	Setting, Moderation and Evaluation, all semester-2022 PL Refer page no-08
03	Thupten Palzang Bhutia	BOS MEMBER OF SIKKIM UNIVERSITY PH.D/SYLLABUS-2022 PL Refer page no-09a, b

(Records to be maintained)

10. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details
1	Thupten Palzang Bhutia	1 st Position Essay writing on 22 April 2023 PL Refer page no-10
2	Thupten Palzang Bhutia	BKYT, Gangtok July 3 2023 (token of appreciation)

		Pl. Refer page no-11
3	Thupten Palzang Bhutia	Token of Appreciation (NYK, Gyalshing on 9 th June 2023 Pl. Refer page no-11
4	Thupten Palzang Bhutia	Pangen Mintok(Akasvai Gangtok) DD Gangtok- Pl. Refer page no-12
5	Thupten Palzang Bhutia	NYK Gyalshing Pl. Refer page no-13

(Records to be maintained)

11. Recent Events Organised by the Department:

S.I. No.	Details
Bhutia Department organized	Farewell on 20/Dec/2022 Pl. Refer page no-14
Bhutia Department	Teacher day on 05/9/2022 Pl. Refer page no-15
Bhutia Department	Fresher Welcome Pl. Refer page no-16
Bhutia Department	Eat Right India Rally- Pl. Refer page no-17
Bhutia Department	Dance competition on the teacher's day Pl. Refer page no-18
Bhutia Students	Volunteered on Denjong lue Denma Monlom. Pl. Refer page no-19
Bhutia Students	Participated in the Sikkim Arts & literature festival at Yuksam. Pl. Refer page no-20^a and 20^b

(Records to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained): Yes/No (Yes)
13. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes/No (Yes)
14. Whether the Faculty make use of ICT enabled classroom: Yes/No (YES)
15. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes/No (YES)

16. Whether the Department has the provision for Remedial classes for slow learners
(Records to be maintained): Yes/No (NO)
17. Does the curriculum have scope for conducting Field trips/ Field-based surveys,
Institutional visits etc. Yes/ No (NO)

Sl No	Event	Place of Visit	No of Participants	Date & Year
	Nil			

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/Evaluation System (50 words):
19. Student: Teacher Ratio: **2:20 =40**
20. Students Awards and Recognition:

S.I. No.	Names	Enrolment No.	Details
1	Students and Bhutia Teacher	Team	Letter of Appreciation Pemayangtse Gonpa Pl. Refer page no-21
2	Wongyal Bhutia	Individual	1 st Position Essay Writing Pl. Refer page no-22
3	Wongyal Bhutia	Individual	District Disaster Management Authority, Gyalshing Pl. Refer page no-22
4	Wongyal Bhutia	Individual	Bhasa Dewesh 2022 Pl. Refer page no-23
5	Semester II Semester IV Semester VI Students	Team	Workshop on School Radio on 1 st March 2023 to 10 March 202. Pl. Refer page no-24 Certificate Pl. Refer page no-24(a) and 24(b)
6	Tshering Choden Bhutia	Individual	NEP 2020 workshop

			Pl. Refer page no-26
7	Tsheing Choden Bhutia	Individual	Culture Sectary of SRC 2022 Pl. Refer page no-25
8	Tsherring Choden Bhutia	Individual	1 st position Poem Competition. College fest 2023 Pl. Refer page no-26
9	Eden Bhutia	Individual	Workshop on Waste paper Recycling, 17 th 26 Feb 2023 Pl. Refer page no-27
10	Laki Dama Bhutia	Individual	Workshop on Waste paper Recycling, 17 th 26 Feb 2023 Pl. Refer page no-27
11	Bhutia Department	Team	Certificate of Participate Pl. Refer page no-28
12	Bhutia Department	Team	Third Position Certificate of Participate Pl. Refer page no-29
13	Bhutia Department	Team	Culture competition Certificate of Participate Pl. Refer page no-29
14	Diki Lhamu Bhutia		SU, Guest Faculty Pl. Refer page no-30
15	Tshering Choden		MA Bhutia

	Bhutia		Pl. Refer page no-31
16	Wongyal Bhutia		MA Bhutia Pl. Refer page no-32
17	Laki Doma Bhutia		PRT Bhutia Pl. Refer page no-33
18	Kessang Doma Bhutia		PRT Bhutia Pl. Refer page no-34

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSC/SCS etc.):

S.I. No.	Names	Enrolment No.	Details	Year
	NIL			NIL

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words

- ▶ **Strength of the Department:** The Department has it's own strength in terms of language and literature as it is consideration as a living and linking language for many of the speakers of our state.
- ▶ **Weakness of the Department:** Lack of Facility remedial classes for the students of Bhutia Department.
- ▶ Underfunding in many departments and programs
- ▶ Bhutia Department is in dire need of three additional faculties as per NEP 2020. As of now, Department is being run by two faculties. In order to make smooth functioning of the department. Adequate manpower is required. One faculty go transferred to Sheda recently.
- ▶ **Opportunities of the Department:** There are avenues for the students of Bhutia Department for the their academic growth and employment in Govt. sector, Etc.

- ▶ Online opportunities worldwide.
- ▶ Off-campus study and exchange programs
- ▶ **Challenges for the Department:** As of now, the department has multiple challenges including speakership and readership.
- ▶ There are like other academic challenges like research and etc.
- ▶ Therefore, department is committed to cope up with the above challenges.

23. Best Practices of the Department: Not more than 100 words

- ▶ **Future Prospects:** To set up language library, workshop for language and Literature.
- ▶ Language speakers motivational programme,
- ▶ Literary work to be organized to encourage students,
- ▶ Bhuita department needs a Podium for multiple used in the department.

Declaration by the Head of the Department

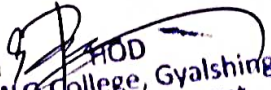
I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

Head of the Department (with Seal)



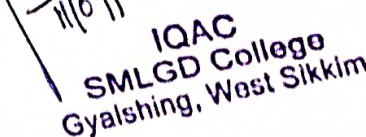
Tshering Palden Bhutia


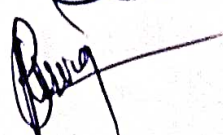

Date: 8/09/2023

Place: Gyalshing


 HOD
 SMLGD College, Gyalshing
 Bhutia Department
 West Sikkim - 737111

Counter Sign by AAA Committee

1. 
 Principal
 SMLGD College
 Gyalshing, West Sikkim
2. 
 11/09/23
3. 
 IQAC
 SMLGD College
 Gyalshing, West Sikkim

- ② 
- ③ 
- ④ 



SIKKIM GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim - 737111

Internal Quality Assurance Cell (IQAC)

SGCG/IQAC/

Dated:

Academic and Administrative Audit (AAA)- Internal

Academic Year 1st July 2022 – 30th June 2023

Academic Audit

1. Name of the Department: Lepcha
2. Head of the Department: Mr. Dadup Tshering Lepcha
3. Year of Establishment: 2011
4. Vision of the Department: The Department of Lepcha came into existence with the establishment of the college in the year 2011. The reason behind this is to educate the children belonging to the most ethnic community of the area. Not only the students belonging to ethnic community but the door for admission is open for those who want to pursue study on Lepcha language and Literature provided that they have the basic knowledge in the Subject acquired during schooling. Apart from bookish knowledge, the department provide field trips to the historical places, museum, etc. Enculturation with help of modern education is the base of this department.

5. Faculty Details:

Sl. No.	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
01	Mr. Dadup Tshering Lepcha	MA,MEC M, B. Ed, CIG	Assistant Professor (HoD)	6		01.07.2017	Probationary
			PGT	3		14.08.2014	Probationary
02	Mr. Pem Dorjee Lepcha	MA	Assistant Professor	4		06.09.2019	Probationary
03	Pema Loda Lepcha	MA	Assistant Professor	4		06.09.2019	Probationary

(Note: Credentials to be maintained by the Department)

6. Publications:

Sl. No.	Name	No. of Publication	Details of Publication ISBN/ISSN	Name of the Book	National/ International	Whether UGC Recognised

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

S.I. No.	Name	Seminar/Workshop Title	Title of the Paper	Place	Date & Year
01	Dadup Tshering Lepcha	Five Days workshop on "National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment" ^{p⁰⁷}		Gyalshing	27 th Feb to 3 rd March 2023
					Pl. refer pg. no. ⑦
01.	Pema Loda Lepcha	Five Days workshop on "National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment" ^{p⁰⁸}		Gyalshing	27 th Feb to 3 rd March 2023
					Pl. refer pg. no. ⑧
		Webinar on "State of the Economy" ^{p⁰⁹}		Online	10 th Feb 2023
					Pl. refer pg. no. ⑨
		Webinar on "Russia Ukraine War: Implication for India and the World" ^{p¹⁰}		Online	7 th July 2023
					Pl. refer pg. no. ⑩

02	Pem Dorjee Lepcha	Five Days workshop on "National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment" p11	Gyalshing	27 th Feb to 3 rd March 2023
		Radio Production Workshop organized by School Radio. p12	SMLGC, Gyalshing	1 st March to 10 th March 2023

pl. refer pg. no. (11)

pl. refer pg. no. (12)

(Records to be maintained)

8. Orientation/Refresher Programme

S.I. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year
1.				
2.				

(Records to be maintained)

9. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
01.	Dadup Tshering Lepcha	Question paper setter for Lepcha of Sikkim University from the year 2018 till date.
		Paper Evaluator for Lepcha of Sikkim University from the year 2018 to till date.
		Paper Setter cum evaluator for Lepcha for DIET under SCERT, Govt. of Sikkim, from the year 2018 till date.
02	Pem Dorjee Lepcha	Paper setter and evaluator for Lepcha at Sikkim University from the year 2020 till date.
03	Pema Loda Lepcha	Paper setter and evaluator for Lepcha at Sikkim University from the year 2020 till date.

pl. refer pg. no. (13)

pl. refer pg. no. (14)

pl. refer pg. no (15) and (17)

pl. refer pg. no. (16)

(Records to be maintained)

10. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details

(Records to be maintained)

11. Recent Events Organised by the Department:

S.I. No.	Events	Date
1.	Farewell program for outgoing Students 2020-2023 Batch of Lepcha Department. <i>P13</i>	29 th July 2023 <i>pl. refer pg. no. 18(a)</i>
2.	Cleanliness drive at college auditorium. <i>P13</i>	2 nd August 2023 <i>pl. refer pg. no. 18(b)</i>
3.	Interaction program with Sunom Lepcha a well-known Lepcha singer. <i>P14</i>	12 th November 2023 <i>pl. refer pg. no. 19(a)</i>
4.	Freshers' Welcome 2022. <i>P14</i>	26 th Feb 2023 <i>pl. refer pg. no. 19(b)</i>

(Records to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained): Yes

13. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes

14. Whether the Faculty make use of ICT enabled classroom: Yes

15. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes

16. Whether the Department has the provision for Remedial classes for slow learners (Records to be maintained): Yes

17. Does the curriculum have scope for conducting Field trips/ Field-based surveys, Institutional visits etc. Yes

Sl No	Event	Place of Visit	No of Participants	Date & Year
01.				

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/Evaluation System: Department follows the guidelines for conducting Internal Examinations and Evaluation set by Sikkim University. There are two internal examination per semester; one term paper/field survey and another written test consisting of 25 marks each. Evaluation is done departmentally and submit marks to the exam cell of the College.

19. Student: Teacher Ratio: 1:36

20. Students Awards and Recognition:

S.I. No.	Names	Enrolment No.	Details
1.	1. Phur Tshering Lepcha 2. Sonam Gyatsho Lepcha	19GA0263 19GA0388	1 st Prize in State Level Debate Competition in Lepcha held on the occasion of "TendongLhoRumfaat Celebration" held at Lingee, South Sikkim on 7 th and 8 th August 2022
2.	3.		

Pl. refer pg. no. (20)

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSC/SCS etc.):

S.I. No.	Names	Enrolment No.	Details	Year
1.	Ms. Alina Lepcha	19GA0012	Language Teacher (PRT) at Radhu JHS	2022
2.	Mr. Sonam Gyatsho Lepcha	19GA0388	Language Teacher (PRT) at Karjee Secondary School	2022
3.	Ms. Lingmit Lepcha	19GA0193	Language Teacher (PRT) at Khandu Secondary School	2022
4.	Mr. Pema Gyaltsen Lepcha	18GA0156	Language Teacher (GTL) at Bongten Secondary School	2022

Pl. refer pg. no. (21)

Pl. refer pg. no. (22)

Pl. refer pg. no. (23)

Pl. refer pg. no. (24)

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words: Strength: Department has co-operative faculties well acquainted in the field of their specialisation. With lesser number students and excellent teacher student ratio, students get utmost care and nurturing.

Weaknesses: College has no Language Lab so to give the real-life experience students has to be taken to field trip. Students are very good in terms of writing but lacks speaking skills. Language needs speaker as well as writer to prosper.

Opportunities: Lepcha community has one of the oldest knowledge areas of traditional way of living like medicines, cultures, foods, drinks, etc. The students get opportunities to explore all of these merits belonging to the community.

Challenges: Teaching learning materials, especially reference books are still a challenge for the department as they are not available easily. Students needs to spends good amount of money for field trip, they mostly belong to the poor families, money too becomes challenges sometimes.

23. Best Practices of the Department: The department takes students for field visits every year. In the beginning of every semester, department conducts departmental meetings to discuss the upcoming events for the entire semester. Students' representative too is called for the departmental meetings. Best reports prepared by students from field visits gets opportunity to be published in the renowned magazines of the Lepcha language.

24. Future Prospects: Attract more students in the department and provide research facilities in the department. Produce more human resources with ample knowledge in the field of language and literature and contribute in the same field. Department to have language lab with fully equipped audio-visual system cum museum.

Declaration by the Head of the Department

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.







Head of the Department (with Seal)

Date: 11/07/23

Place: Gyalshing

Head of Department
Department of Lepcha
SMLG College, Gyalshing

Counter Sign by AAA Committee

1. 
SMLG Principal
Gyalshing College
2. 
IQAC
SMLGD College
Gyalshing, West Sikkim
3. 
4. 



SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING

West Sikkim-737111

Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated:27/8/2023

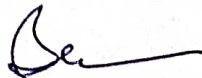
Academic and Administrative Audit (AAA) - Internal

Academic Year 1st July 2022 - 30th June 2023

Academic Audit

1. Name of the Department: **Limboo**
2. Head of the Department: Birkha Man Subba
3. Year of Establishment: 2011
4. Vision of the Department: Impart Quality Education
5. Faculty Details:03

Sl.No.	Name	Qualification	Designation	Experience (in years)	Specialization
1	Birkha Man Subba	MA(Limbu, Pol-Sc, English)	Assistant Prof	13Yrs	
2	Bhim Bdr Limboo	MA(Limbu, English, Economics)	Assistant Prof	13 Yrs	
3	Pahang Limboo	MA(Limbu) Bed	Assistant Prof	3 Yrs	


Birkha Man Limboo
Assistant Prof. -Cum-Head
Department of Limboo
SML Govt. College, Gyalshing
West Sikkim- 737111

(Note: credentials to be maintained by the Department)

6. Publication

Sl. No	Name	No. of publication	Details of publications ISBN/ISSN	Name of Book	National/ International	Weather UGC Recognised	Certificate / Refer page Number
1	Departmental Calendar 2023	01	-----	Departmental Calendar			1
2	Dissertations	39	-----	Dissertations	Departmental		2

(Note: Publications includes Newsletter, newspaper, journal, books, chapters, Monogram etc.)

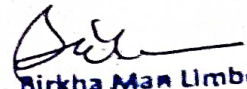
Records to be maintained

7. Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars /Workshop Title	Title of the Paper	Place	Date & Year	Certificate/ Refer Page Number
1	-----	Workshop	On Research Ethics in Humanities and social sciences	Conference Hall	8/7/2022	3

(Note: Records to be maintained)

8. Orientation / Refresher Programme


Birkha Man Limboo
Assistant Prof. -Cum-Head
Department of Limboo
SML Govt. College, Gyalshing
West Sikkim- 737111

Sl. No	Name	Orientation / Refresher Programme Details	Place	Date & Year	Certificate /Refer Page Number
	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA

(Records to be maintained)

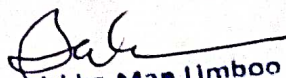
9. Teachers participation in BOS, Q.R. Setting, Moderation, Evaluation etc. Yes

Sl. No	Name	Details	Certificate/ Page Refer Number
1	Birkha Man Subba	UG/PG Board of Studies (Limbu) Sikkim Central University	4
2	Birkha Man Subba	Paper setting/Evaluation	5/6
3	Bhim Bdr Limboo	Paper setting/Evaluation	7
4			

(Note: Records to be maintained)

10. Teachers Awards and Recognition (If any)

Sl. No	Name	Details	Certificate/ Refer Page Number
1	Bhim Bahadur Limboo	Judge (NYK)	8
2	Bhim Bahadur Limboo	Certificate of Recognition	9
3	Bhim Bahadur Limboo	Letter of Appreciation	10
4	Birkha Man Limboo	Judge (NYK)	11

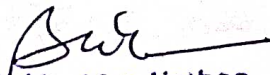

 Birkha Man Limboo
 Assistant Prof. -Cum-Head
 Department of Limboo
 Qualifying

5	Birkha Man Limboo	Letter of Recognition(IQAC) Feb 2023	12
6	Birkha Man Limboo	Letter of Appreciation 17-26 Feb. 2023	13
7	Birkha Man Limboo	Certification of Recognition 17-21 may 2022	14
8	Birkha Man Subba	Appreciation Letter by School of Radio	15

11. Recent Events organized by the Department.

Sl.No	Details	Report Refer Page Number
1	State level Debate competition University level-Winner 2023	16
2	Students Participate in the Culture competition at Gangtok, State level Chosok Tongnam -2023	17
3	Interaction with Padmashree BB Muringla-2022	18
4	Inter Departmental Volley Ball Girls Winner 2022	19
5	Inter Departmental football (Boys) Runner-up 2023	20
6	Inter-Departmental Debate Runner-up 2023	21
7	Inter-Departmental Foot Ball Girls Runner-up 2023	22
8		
9		

(Records to be maintained)


Birkha Man Limboo
 Assistant Prof. -Cum-Head
 Department of Limboo
 SML Govt. College, Gyalsing,
 West Sikkim- 737111

11. Whether the Department maintains Attendance Register (Records to be maintained): Yes

12. Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained). Yes

13. Whether the faculty make use of ICT enable classroom: Yes

14. Whether the Department ensure proper Scrutiny of Internal Examination Marks: Yes

15. Whether the Department has the provision for remedial classes for slow learner (records to be maintained) : Yes

16. Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc.

Sl.No	Event	Place of visit	No of Participants	Date & Year	Certificate/ Refer Page Numbers
1	Field Trip	Dharan, Taplayzong, Illam(Nepal)	38	24 to 26/12/22	23
2	Field based Survey	Soreng, Dentam, Darap, Yuksam, Gerethang, Gangtok, Lingchom, Langang, Sopakha	39	1/5/2023 - 10/5/2023	24

(Note: Detailed write-up to be maintained)

17. Details of Internal Examination/ Evaluation system: Yes

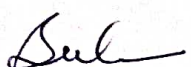
18. Student Teacher Ratio : 40

19. Students Awards and Recognition:

Sl.No	Names	Enrolment No	Details
	NA	NA	NA

(Records to be maintained)

20. Students Achievements (NET/SLET/UPSE/SCS etc.) No


Birkha Man Limboo
Assistant Prof. -Cum-Head
Department of Limboo
SML Govt. College, Gyalshing
West Sikkim- 737111

Sl.No	Names	Enrolment No.	Details	Year
	NA	NA	NA	NA

(Records to be maintained)

21. SWOC Analysis (Strength, weakness, opportunity, challenges) :

Strength:

- Timing varieties of educational programs
- Departmental reference book facility
- The mode of Teaching Regional/English language
- Teaching and learning equipment at the institute

Weakness:

- Lack of social events in the institute (Exhibitions, plays)
- No viability of technical support staff
- Lack of Financial resource

Opportunity:

- Primary/Secondary source materials are provided by the Department
- Certificate issued at the end of the course

Challenges:


- Shortage of staff as per UGC norms
- No language lab for practical classes

22. Best Practices of the Department: Field Trip/Survey/Students and Academician Interaction

23. Future Prospects: Translation workshop, International Seminar in Tri-Lingual Language, Story Telling Workshop

Declarations by the Head of the Department.

I hereby declared that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.


 Birkpa Mah Limboo
 Assistant Prof. -Cum-Head
 Department of Limboo
 SML Govt. College, Gyalshing
 West Sikkim- 737111

[Handwritten signature]

Head of the Department (with seal)

Date: 27/8/2022

Place: Gyalshing

Counter sign by AAA Committee

- ① *[Signature]*
Principal
SMLGD College
Gyalshing, West Sikkim
- ② *[Signature]*
12/09/20
IQAC
SMLGD College
Gyalshing, West Sikkim
- ③ *[Signature]*
- ④

SANCHAMAN LIMBOO GOVERNMENT COLLEGE, GYALSHING, WEST
SIKKIM. 737111.

Ref. No.:	Date:					
25/08/2023						
Academic and Administrative Audit(AAA) – Internal Academic year 1 st July 2022 to 31 st June 2023 Academic Audit						
<ul style="list-style-type: none">Name of the Department: NEPALIHead of the Department: DR DILLI RAM SHARMAYear of Establishment: 2011Vision of the Department: FOCUS ON QUALITATIVE AND PRODUCTIVE EDUCATIONFaculty Details						
Sl.No.	Name	Qualification	Designation	Experience (in years)	Specialization	Contact No.
1	DR DILLI RAM SHARMA		ASSISTANT PROFESSOR		EASTERN LITERATURE	78009 68583
2	DR BIBEK CHETTRI	M.PHIL, Ph.D.	ASSISTANT PROFESSOR	10	FOLKLORE	9563 106258
3	MR SANDEEP TAMANG	NET, B Ed	ASSISTANT PROFESSOR	2	FOLKLORE	70297 99949
(Note: credentials to be maintained by the Department)						
<ul style="list-style-type: none">Publication						

Sl. No	Name	No. of publication	Details of publications ISBN/ISSN	Name of Book	National/ International	Weather UGC Recogniz
1	DR BIBEK CHETTRI	04 01	ISBN: 978-93-5692-991-3	हिमाली सौगत Ref. No. 1606	International	YES 2023

(Note: Publications includes Newsletter, newspaper, journal, books, chapters, Monogram etc.)

Records to be maintained

- Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars/Workshop Title	Title of the Paper	Place	Date & Year
1	DR BIBEK CHETTRI	Participated in 5 days workshop on NEP 2020 organized by SMLGC, GYALSHING	Training programme on natural language processing	Zilla Bhawan Gyalshing, West Sikkim Ref. No. 7.	27 FEB TO 3. MARCH 2023

2	MR SANDEEP TAMANG	<p>Participated in 5 days workshop on NEP 2020 organised by SMLGC, GYALSHING</p> <p>Participated in 5 days workshop on Introduction to Statistics And Data Analysis Using Statistical Software</p> <p>Organized 10 days workshop on Waste Paper Recycling</p> <p>Participated in 5</p>	<p>National Education Policy(NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment</p> <p>Introduction to Statistics and Data Analysis Using Statistical Software</p> <p>Waste Paper</p>	<p>Zilla Bhawan Gyalshing ,West Sikkim</p> <p>conference Hall, Kanchenjunga Block SMLGC, GYALSHING</p> <p>SMLGC, GYALSHING</p> <p>conference Hall, Kanchenjunga Block</p>	<p>27th Feb- 3rd March 2023</p> <p>17th - 21st May ,2022</p> <p>17th-26th</p>

Rep
No.
8/20
11

3.	DR DILLI RAM SHARMA	days workshop on Introduction to Statistics And Data Analysis Using Statistical Software	Recycling Introduction to Statistics and Data Analysis Using Statistical Software	SMLGC, GYALSHING SIKKIM GOVT SANSKRIT COLLEGE SAMDONG	Feb. 2023 17th - 21st May ,2022
		2. DAYS INTERNATIONAL SEMINAR THOUGHTS AND EXPRESSION ON THE REPRESENTATION OF CASTE SYSTEM IN INDIAN LITERATURE	SIKKIM KO SANDARVA MA GYANDIL DAS RA RASAILY KA KAVITA MA JATIYA CHETNA		02-03 DEC 2022

Ref
No.
12/10
19

(Note: Records to be maintained)

• Orientation / Refresher Programme

Sl. No	Name	Orientation / Refresher Programme Details	Place	Date & Year
		No		

(Records to be maintained)

9. Teachers participation in BoS, Q.P. setting, Moderation, Evaluation etc.

Sl.No	Name	Details
1	Dr Bibek Chettri	EVALUATION & SCRUTINY
2	SANDEEP TAMANG	<p>Question setting for 3rd semester paper 3 of odd semester 2022-23</p> <p>Evaluator for B.A Nepali at Sikkim University, Examination Department, 6th mile Tadong</p> <p>Date 10th - 14th April 2023</p> <p>Evaluator for B. A Nepali at Sikkim University, Examination Department, 6th mile Tadong</p> <p>Date 24th to 29th July 2023</p>
3	Dr Dilli Ram Sharma	Evaluation & Scrutiny

(Note: Records to be maintained)

- Teachers Awards and Recognition (If any)

Sl.No	Name	Details

- Recent Events organized by the Department.

Sl.No	Details
1	Freshers programme for new students

2	Farewell for outgoing students
3	Poem recitation
4	Nepali Bhasa Mulyata Diwas 2023
5	Children's Day

(Records to be maintained)

- Whether the Department maintains Attendance Register (Records to be maintained): **Yes.**
- Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained): **Yes**
- Whether the faculty make use of ICT enable classroom: **Yes**
- Whether the Department ensure proper Scrutiny of Internal Examination Marks: **Yes**
- Whether the Department has the provision for remedial classes for slow learner (records to be maintained) : **Yes**
- Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc. **Yes**

Sl.No	Event	Place of visit	No of Participants	Date & Year
1	Field Trip	Nepal and Darjeeling Districts	12	28-31 Aug 2018
2	Field Trip	Kathmandu	12	9-14 May 2019

Ref. NO
208024

3	Field Trip	W/SikkimNepal	23	16-19 2019	Oct
4	Field Survey	Uttarey,	27	30-01 2021	Jan
5	Field Trip	EASTERN NEPAL	33	22-26 2022	Nov

(Note: Detailed write-up to be maintained)

- Details of Internal Examination/ Evaluation system: Written and term paper evaluation
- Student: Teacher Ratio : 1:25
- Students Awards and Recognition: GOLD MEDALIST, SILVER MEDALIST, NET PASED.

Sl.No	Names	Enrolment No	Details
1	CHRISTINA DORJEE		NET
2	SABINA KHATIWADA		SILVER MEDAL (MA) SIKKIM UNIVERSITY
3	RATAN RAI		GOLD MEDALIST (MA)

			SIKKIM UNIVERSITY
--	--	--	------------------------------

(Records to be maintained)

- Students Achievements (NET/SLET/UPSE/SCS etc.)

Sl.No	Names	Enrolment No.	Details	Year
1	CHRISTINA DORJEE		NET JRF	2020

(Records to be maintained)

- SWOC Analysis (Strength, weakness, opportunity, challenges) :

Strength:

- Well-qualified & experienced faculty.
- We promote creativity among our students by laying emphasis on creative writing, public speaking, developing inter-personal as well as intra-personal relationships.

Weakness:

Opportunity: Strategically placed to be one of the leading translation hubs in the region.

Challenges:

- High student-teacher ratio.
- Inadequate classrooms.

Best Practices of the Department:

- Field Trips/Study Tours.
- Invited Lectures
- Field survey to study folk culture, lores, practices etc.

- The department annually represents at events such as Bhanu Jayanti, Nepali Bhasha Manyata Diwas organised by *Paschim Sikkim Sahitya Prakashan*.

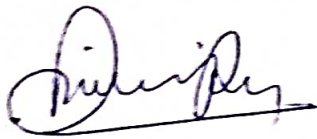
Future Prospects:

- To organise 'Meet the Author' Programme.
- To organise translation workshop.
- To set up language lab.
- To come up with a departmental literary magazine.

Declaration by the Head of the Cell

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

DR DILLI RAM SHARMA



Head of the Department (with seal)

Date: 28/08/2023
Committee

Place: SMLGC, Gyalshing

Counter sign by AAA

①
②
SMLGC
SMLGD College
Gyalshing, West Sikkim

- The department annually represents at events such as Bhanu Jayanti, Nepali Bhasha Manyata Diwas organised by *Paschim Sikkim Sahitya Prakashan*.

Future Prospects:

- To organise 'Meet the Author' Programme.
- To organise translation workshop.
- To set up language lab.
- To come up with a departmental literary magazine.

Declaration by the Head of the Cell

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

DR DILLI RAM SHARMA



Head of the Department (with seal)

Date: 28/08/2023

Committee

Place: SMLGC, Gyalshing

Counter sign by AAA

①
Principal
SMLGD College
Gyalshing, West Sikkim
②
SMLGC
SMLGD College
Gyalshing, West Sikkim



**SANCHAMAN LIMBOO GOVERNMENT COLLEGE,
GYALSIING**

Arigaon, West Sikkim - 737111
Internal Quality Assurance Cell (IQAC)

SGCG/IQAC/

Dated:

Academic and Administrative Audit (AAA)- Internal
Academic Year 1st July 2022 – 31st June 2023
Academic Audit

1. Name of the Department: **ENGLISH**
2. Head of the Department: DIKI LHAMU LEPCHA
3. Year of Establishment: 2011
4. Vision of the Department (100 words): We seek to foster knowledge and a love of literature and of language in our students. We envision developing a deepened understanding of language and literacy, the value of critical reading and effective writing, and the richness of literature, past and present.
5. Faculty Details:

Sl. No.	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
1	DIKI LHAMU LEPCHA	B.ED(STET),M.A	Assistant Professor	8	British Fiction	10.08.2015	Adhoc
2.	BIKASH SHARMA	M.A. NET	Assistant Professor	11	Poetry, Literary Theory	06.08.2018	Regular
3	DIKI CHOMU BHUTIA	MA, NET JRF	Assistant Professor	2	British Drama, American Literature	08.09.21	Adhoc
4.	RITA LAMICHANEY	M.A. PhD.	Assistant Professor	10	Drama, Fiction	25.10.21	Adhoc
5.	KRITIKA NEPAL	M.A, PhD	Assistant Professor	2	British Drama	08.09.21	Adhoc

Refer: SI No:01 (5) To 1 (d)

(Note: Credentials to be maintained by the Department)

6. Publications:

Sl. No.	Name	No. of Publication	Details of Publication ISBN/ISSN	Name of the Book	National/ International	Whether UGC Recognised
1.	Bikash Sharma	01	979-888923916-1	Poetic Vision	National	Anthology of Poetry <i>Refer: SI No:02 (a-d)</i>

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

S.I. No.	Name	Seminar/Workshop Title	Title of the Paper	Place	Date & Year
1.	DIKI LHAMU LEPCH	Participated in 5 days workshop on (NEP) 2020 organized by SMLGC Gyalshing	National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment	Zilla Bhawan, Gyalshing, West Sikkim	27 th Feb – 3 rd March 2023 <i>Refer: SI No:03</i>
		Participated in 10 days Radio Workshop organized by SMLGC Gyalshing		SMLGC, Gyalshing	1 st – 10 th March 2023 <i>Refer: SI No:04</i>
2.	DIKI CHOMU BHUTIA	Participated in 5 days workshop on NEP 2020 organized by SMLGC Gyalshing	National Education Policy (NEP) 2020 in Higher	Zilla Bhawan, Gyalshing, West Sikkim	27 th Feb – 3 rd March 2023

		Participated in 10 days Radio Workshop organized by SMLGC Gyalshing	Education: Focusing on Curriculum, Pedagogy and Assessment	SMLGC, Gyalshing	Refer: SI No:05 1 st – 10 th March 2023 Refer: SI No:06
3. BIKASH SHARMA		Participated in 5 days workshop on NEP 2020 organized by SMLGC Gyalshing	National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment	Zilla Bhawan, Gyalshing, West Sikkim	27 th Feb – 3 rd March 2023 Refer: SI No:07
		Organizing Committee in the 3 Months State Level Certificate Course in Badminton and Boxing	-----	SMLGC, Gyalshing	Nov 2022 to Feb 2023. Refer: SI No:08
		Organizing Committee in 2-day Gender Sensitization Workshop on “Breaking the Barriers: Moving towards Gender Equality”	Zilla Bhawan, Geyzing	23 rd -24 th 2023 Refer: SI No:09
		Volunteered for Annual Status of Education		Pratham	2022 Refer: SI No:10
		Participated in 10 days Radio Workshop organized by SMLGC Gyalshing		SMLGC, Gyalshing	1 st to 10 th March 2023 Refer: SI No: 11
		Certificate of Participation in The 6 th National Seminar on Yoga and Naturopathy	Holistic Health: Prospects & Challenges	Community Hall, Rongli	12-13 March 2023 Refer: SI No: 12

(Records to be maintained)

8. Orientation/Refresher Programme

S.I. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year
1.	Bikash Sharma	Online Two-week Refresher Course in English	Teaching Learning Centre, Ramanujan College, New Delhi	2-16 Jan 2023 <i>Refer: SI No: 13</i>

(Records to be maintained)

9. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
1.	Diki Lhamu Lepcha	Q.P. Setting, Evaluation
2.	Diki Chomu Bhutia	Evaluation
3.	Rita Lamichaney	Evaluation
4.	Bikash Sharma	Q.P. Setting, Evaluation
5.	Kritika Nepal	Evaluation

(Records to be maintained)

Refer: SI No: 14 a - 14 C

10. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details
1.		

(Records to be maintained)

11. Recent Events Organised by the Department:

S.I. No.	Details
1.	Students of 1 st Semester English honours took part in the rally along with placards on the event of World Aids Day (1 ST December 2022) <i>Refer: SI No:15 a - 15 b</i>
2.	Farewell program organized by the department for outgoing students, on 26 th July 2023. <i>Refer: SI No:16 a - 16 b</i>

(Records to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained):

Yes

13. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes

14. Whether the Faculty make use of ICT enabled classroom: Yes

15. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes

16. Whether the Department has the provision for Remedial classes for slow learners
(Records to be maintained): Yes
17. Does the curriculum have scope for conducting Field trips/ Field-based surveys,
Institutional visits etc. No

Sl No	Event	Place of Visit	No of Participants	Date & Year

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/Evaluation System (50 words):

Two internal assessment examinations are conducted in every semester before the End Term Examination. The units covered for each assessment is 40 – 50% of the syllabus. It gives credit to the final assessment and also reduces burden for the final examination.

Internal assessment helps in understanding the students learning and assists the teachers to judge the performance of the students. It acts as a link which provides data and creates opportunity to evaluate the students in continuous learning. It also gives feedback to the teachers to improve their teaching and reduces the weight age of external assessment. The students engage and become attentive in class as it gives them a chance to score better.

The department holds two internal exam every session before the end term examination to gauge their strength, weakness and improvement areas. The internal examination helps us understand and provide feedback to the students and give a better understanding of their learnings.

19. Student: Teacher Ratio: 1:14(6th semester), 1:14(4th semester), 1:65 (2nd semester)

20. Students Awards and Recognition:

S.I. No.	Names	Enrolment No.	Details
1.	BUDDHA HANG SUBBA	22GA0090	Secured 1 st position in Band Competition during the annual college fest, 2023 Refer: Sl No:17
2.	PRIYANKA LIMBOO	20GA0089	Selected for an educational tour to Delhi, Agra and Jaipur (18 th Jan – 24 th Jan 2023) for securing the highest CGPA in 4 th semester. Refer: Sl No:18
3.	SUSMIKA RAI	20GA0100	

4.	SANDHYA SHARMA	22GA0118	Winner of the second edition of SICA WOMEN'S CLUB TOURNAMENT 2023. <i>Refer: SI No:19</i>
5.	PRENA LEPCHA	22GA0110	Participated in the 1 st State Level Students Assembly held on 19 th August 2023 at Chintan Bhawan, Gangtok <i>Refer: SI No:20</i>
	CHUBONG LEPCHA	21GA0069	Participated in 3days Arts and Literature festival (6 th - 8 th May) 2023 held at Yuksum. <i>Refer: SI No:21</i>
	RUPA THAMI	21GA0377	
	NISHA SUBBA	21GA0167	
	HANGMA SUBBA	21GA0093	
	TEK BAHADUR CHETTRI	22GA0125	
	TIKARAM CHETTRI	22GA0126	
	ROSHAN DARJEE	22GA0115	

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSC/SCS etc.):NONE

S.I. No.	Names	Enrolment No.	Details	Year

(Records to be maintained)

22 SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words.

(i) **Strength:** Interdisciplinary research and teaching interests of our faculty in Literary Studies, and Creative Writing knows no boundaries. In addition to the formal methods, the greatest strength of the department has been the Teacher-Student relationship and unity and communication among the faculty members.

(ii) **Weakness:** Socio-cultural background of the students, most of whom belong to learners from poor and backward families is a major drawback. No proper base of the history of English literature and lack of study materials.

(iii) **Opportunities:** The most obvious career choices for English Majors are writing, publishing, journalism or teaching. However other less intuitive job options includes positions in advertising, public relations, marketing and directing.

(iv) **Challenges:**

a) Lack of exposure to the language: this is a problem faced by English teachers all over. The learner's get little to no exposure to the language outside the classroom. So there is little scope for learner's to learn the language beyond a certain limit.

b) Handling large number of students, cramped classrooms.

c) Lack of Motivation: As mentioned earlier, most of the students here belong to modest backgrounds and so students do not find immediate need of English and so his interest dwindles after a short stint with the language. It should be noted that learning a language like English involves regular practice; exposure to achieve fluency.

(i) **Best Practices of the Department:**

i) Group Discussions.

ii) Reflective Responses to learners-establishing mutually beneficial communication through attentive reflective learning.

iii) Thoughtful questions –question formulations that foster engagement and confidence.

(ii) Future Prospects:

- To enable students to develop a holistic understanding of literatures in English. To introduce students to tools of literary scholarship and to prepare them for careers and higher education.

- Create a space for literary drama acts, plays which will also contribute to the interest and exciting among the students.
- Conduct a seminar focusing on the problems faced in English language learning and teaching.

Declaration by the Head of the Department

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

[Signature]
Head of the Department (with Seal)

Date: 12th September 2023

Place: Dept. of English, SMLGD

Head of Department
Department of English
SMLGD College, Gyalshing
West Sikkim - 737111

Counter Sign by AAA Committee

1. *[Signature]*
Principal
SMLGD College
Gyalshing, West Sikkim
2. *[Signature]*
12/9/23
IQAC
SMLGD College
Gyalshing, West Sikkim
3. *[Signature]*
4. *[Signature]*
5. *[Signature]*



SIKKIM GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim - 737111

Internal Quality Assurance Cell (IQAC)

SGCG /IQAC/ADM/2023

Dated: 08/09/2023

Academic and Administrative Audit (AAA) – Internal

Academic Year 1st July 2022 – 30th June 2023

Academic Audit

1. Name of the Department: **Tourism Management**

2. Head of the Department: **Dr. Dawa Doma Sherpa**

3. Year of Establishment: **2011**

4. Vision of the Department (100 words):

Educates students on the foundation of academic excellence and develops a sense of responsibility to meet the management needs of the ever-changing global hospitality and tourism industry.

5. Faculty Details:

Sl. No.	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
1	Dr. Dawa Doma Sherpa	1. MTM: Tourism Management. 2. UGC-NET Qualified. 3. M.A in Sociology, 4. B. Ed, 5. PhD	Assistant Professor (Head of The Department)	8 years	Ecotourism, Homestay Tourism, Rural Tourism.	10/08/2015	Adhoc
2	Amit Rai	MTA: TOURISM ADMIN. MPhil	Assistant Professor	12 years	HRM. Adventure Tourism	10/07/2011	Adhoc
3	Sangam Rai	M. A (Tourism Management and Administration) (NET), DELF B1, PGDCA, PGDESD PhD Pursuing	Assistant Professor	9 years	Sustainable Tourism, Ecotourism, Community Based Tourism	14/07/2014	Adhoc

(Note: Credentials to be maintained by the Department)

6. Publications:

1. Dr. Dawa Doma Sherpa: NA
2. Amit Rai: NA
3. Sangam Rai: NA

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, and Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

Sl. No.	Name	Seminar/ Workshop/ Webinar Title	Title of the Paper	Place	Date & Year	Remarks
1	Dr. Dawa Doma Sherpa	Workshop	"NEP 2020 in Higher education: focusing on curriculum, pedagogy and assessment"	Zilla Bhawan Gyalshing West Sikkim	27 Feb-3rd March 2023	Refer Page No 1
2	Dr. Dawa Doma Sherpa	Webinar	One day workshop on "How to Write Research Proposal"	IEC University, Baddi Himachal Pradesh	24 th January 2022	Refer Page No 2
3	Dr. Dawa Doma Sherpa	Webinar	UGC –Approved Short-Term Professional Development Programme on Implementation of NEP-2020 for University and College Teachers.	Indira Gandhi National Open University, New Delhi	27 th October to 05 th November 2022	Refer Page No 3
4	Dr. Dawa Doma Sherpa	Online Faculty Development Program (FDP)	Excellence in imparting Skills for Hospitality and Tourism Sector	School of Hotel Management and Catering Technology, K.R Mangalam University, Delhi.	20 th Feb - 25 th Feb 2023	Refer Page No 4

5	Amit Rai	Certificate course	"3 months state level certificate course on Badminton and Boxing for SC, ST, Minorities and women"	SLGDC, Gyalshing	4 th November 2022-4 th February 2023.	Pl. refer pg. no. 5
6	Amit Rai	Workshop	"NEP 2020 in Higher education: focusing on curriculum, pedagogy and assessment"	Zilla Bhawan Gyalshing West Sikkim	27 Feb-3rd March 2023	Pl. refer pg. no. 6
7	Sangam Rai	Workshop	"NEP 2020 in Higher education: focusing on curriculum, pedagogy and assessment"	Zilla Bhawan Gyalshing West Sikkim	27 Feb-3rd March 2023	

(Records to be maintained)

1. Orientation/Refresher Program

S.I. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year
NA	NA	NA	NA	NA

(Records to be maintained)

2. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

Sl. No.	Name	Details	Remarks
1	Dr. Dawa Doma Sherpa	1. Sikkim University Question Paper Setting/ Evaluation/Moderation 2. IGNOU Assignment Evaluation for BTS and MTM Programme. Supervising Dissertation MTM-16 Course and BTS projects- PTS -04, PTS-05 and PTS-06.	Pl. refer pg. no. 7 and 8
2	Amit Rai	IGNOU Assignment Evaluation for BTS and MTM Programme.	Pl. refer pg. no. 7
3	Sangam Rai	IGNOU Assignment Evaluation for BTS and MTM Programme	

(Records to be maintained)

3. Teachers Awards and Recognition (if any)

Sl. No	Name	Details	Recognition	Topic	Date	Remarks
1	Dr. Dawa Doma Sherpa	Resource Person	Department of Tourism and Civil Aviation, Government of Sikkim	"Recent Trends, Best Practices of Tourist Guides around the world, an insight Sustainable Tourism Development with regards to the tourism in Sikkim"	16 th to 22 nd September 2022	Pl. refer pg no. (10)
2	Dr. Dawa Doma Sherpa	Resource Person	Pelling Tourism Development Association	"Roles and Responsibilities of Tourist Guide"	18th to 23rd July 2023	

(Records to be maintained)

4. Recent Events Organised by the Department:

Sl. No.	Details	Date	Remarks
1	Students participated in cultural activities during College Fest.	15/07/2022	Pl. refer pg. no. (11)
2	Teacher's Day Celebration	12 th September 2022	Pl. refer pg. no. (12)
3	Children's Day Celebration	14 th November 2022	Pl. refer pg. no. (13)
4	Fresher's Welcome Programme	21 st December 2022	Pl. refer pg. no. (14)
5	Ten Students has participated in Ten Days Workshop on Waste Paper Recycling	17 th February to 26 th February 2023	Pl. refer pg. no. (15)
6	Students Participated in Great Backyard Bird Count (GBBC) and Campus Bird Count at Arigaon Campus Area.	19 th February 2023	Pl. refer pg. no. (16) to (18)
7	Students participated in 10 Days Radio Production Workshop at College.	1 st March to 10 March 2023	Pl. refer pg. no. (19)
8	Students participated in Debate Competition, Football Tournaments and Cultural activities during College Fest 2023.	24 th May-6 th June 2023	Pl. refer pg. no. (20) to (22)
	Farewell Programme for Outgoing Honours Students.	7th July 2023	

(Records to be maintained)

5. Whether the Department maintains Attendance Register (Records to be maintained): Yes
6. Whether the Department holds Departmental meeting for the Distribution of Syllabus (Records to be maintained): Yes
7. Whether the Faculty make use of ICT enabled classroom: Yes
8. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes
9. Whether the Department has the provision for Remedial classes for slow learners (Records to be maintained): Not Provided
10. Does the curriculum have scope for conducting Field trips/ Field-based surveys, Institutional visits etc. Yes
- 11.

Sl No	Event	Place of Visit	No of Participants	Date & Year	Remarks
1	Excursion/ Field Trips	Assam- Guwahati	17	11 th to 15 th December 2022	Pl. refer pg. no. (23) etc (24)

(Records to be maintained)

12. Details of Internal Examination/Evaluation System (50 words):

Internal Examination held twice in a semester that has been conducted in the form of Test, Term Paper and Project Report. The internal examination conducted is mentioned as: First Sessional Test and Second Sessional Test. In the first Sessional test, it is usually Examination based on the syllabus and the Term paper. Project Report and Power Point Presentation are assigned to outline on the various topic for second Sessional test.

Evaluation is based on the marks obtained in the written assignment and the pattern of writing term paper and project work and Presentation.

13. Student: Teacher Ratio: 40:01

14. Students Awards and Recognition: Yes

S.I. No.	Names	Enrolment No.	Details	Remarks
1	Lassang Doma Tamang	19GA0188	Winner of Miss India 2022 in Goa presented by AMF broadcasting partner Voot, ZEE5.	Pl. refer pg. no. (25)
2	Sapna Limboo	21GA0251	Hero 27th Senior Women's National Football Championship	Pl. refer pg. no. (26)

			at Amritsar Punjab.	
--	--	--	---------------------	--

(Records to be maintained)

15. Students Achievements (NET/SLET/UPSC/SCS etc.): **No**

Sl. No.	Names	Enrolment No.	Details	Year
NA	NA	NA	NA	NA

(Records to be maintained)

16. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words:

Strength:

- Vigorous leadership of Head of the Department and cooperation of the Students.
- Academic enrichment and achievement of the Faculties.
- High rate of student enrolments.
- Vocationally- oriented courses.

Weakness:

- Inadequate infrastructure such as Laboratory and Library.
- Lack of books/reference material.
- Lack of Coordination among the faculties.
- Too rigid curriculum

Opportunities:

- More opportunity for projects funding Certificate Courses.
- On the Job Training Opportunity in various sectors of Travel and Hospitality Industry.
- Improvement in teaching strategies.
- Immediate employment opportunity.

Challenges:

- Misconception about Tourism as an academic subject.
- Budget management for Excursion/ Field Trips.
- Shortages of Faculty members lead to the incompleteness of syllabus on time.
- Lack of sufficient number of quality students with strong interest in Tourism.

17. Best Practices of the Department:

Tourism means to travel different places to learn with fun. The subject itself motivates the students and the faculties to organize a field trip and educational tour. Students are encouraged to participate in Seminars, On the Job Training and Workshops. On the Job Training has developed the practical skills of the students' due to which they could be easily self sustained their livelihood in the future. Being a practical based subject, the practical classes helped the students to understand the basic techniques in handling of adventure equipments which is being useful to them.

18. Future Prospects:

1. Enhance the academic excellence in Tourism industry.
2. Conduct "On the Job Training" in other districts of tourist interest places with an extension of one month duration to expose the students and familiarize them in confidence building and personality development.
3. Provide career counselling and encourage the students for perusing higher studies outside the state.
4. Focuses more on Practical understanding of the subject in relates with field exposure trip to the most popular tourist destination outside the state in motives to make the concept clear of theoretical portion.
5. Encourage active participation in the extra-curricular activities and community services with special reference to Tourism Industry.

Declaration by the Head of the Department

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

[Faint handwritten text]



Head of the Department (with Seal): Dr. Dawa Doma Sherpa

Date: 08/09/2023

Place: Geyzing

Dr. Dawa Doma Sherpa
Assistant Professor
Department of Tourism
SGC, Gyalshing, W/Sikkim

Counter Sign by AAA Committee

1.



Principal
SMLGD College
Gyalshing, West Sikkim

2.



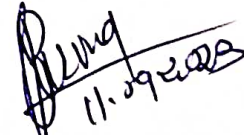
11/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim

3.




11/09/2023

4)



11.09.2023

5)



11/9/23



Ref. No.:

Date:

Academic and Administrative Audit (AAA) – Internal

Academic year 1st July 2022 to 30th June 2023

Academic Audit

1. Name of the Department: Physical Education
2. Head of the Department: Enosh Tamang
3. Year of Establishment: 2011
4. Vision of the Department: To achieve holistic growth of the students through the delivery of both theoretical and practical pedagogy pertaining to Physical Education.
5. Faculty Details

Sl.No.	Name	Qualification	Designation	Experience (in years)	Specialization	Contact No.	Email.id
1	Enosh Tamang	M.P.Ed	Assistant Professor	11	Football	8145892646	enoshwaiba@gmail.com
2	Manju Tamang	M.P.Ed	Assistant Professor	8	Basketball	9647231703	Manju10tamang@gmail.com
3	Anup Pradhan	M.P.Ed/ NET	Assistant Professor	2	Boxing	7384173041	Secondstring888@gmail.com

(Note: credentials to be maintained by the Department)

6. Publication

Sl.No	Name	No. of publication	Details of publications ISBN/ISSN	Name of Book	National/ International	Weather UGC Recognised

(Note: Publications includes Newsletter, newspaper, journal, books, chapters, Monogram etc.)

7. Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars/Workshop Title	Title of the Paper	Place	Date & Year
1	Anup Pradhan	5 days workshop on New education policy 2020 in higher education "The 6 th National Seminar on Yoga and Naturopathy." Ten Days Workshop on "Waste Paper Recycling" Ten Days "Radio Production Workshop."	"Program Learning Outcome and Course Learning Outcome of Physical Education" "Astanga yoga"	SMLD College Gyalshing Community Hall, Rongli, Pakyong District, East Sikkim SMLD College Gyalshing	27-02-2023 To 03-03-2023. 12 & 13 th March 2023 1 st March – 10 March 2023
2	Enosh Tamang	New education policy 2020 in higher education	Five days workshop	SMLD College Gyalshing	27-02-2023 To 03-03-2023
3	Manju Tamang	New education policy 2020 in higher education	Five days workshop	SMLD College Gyalshing	27-02-2023 To 03-03-2023

(Please refer Page no: 5 & 6)

8. Orientation / Refresher Programme

Sl. No	Name	Orientation / Refresher Programme Details	Place	Date & Year

~~(Please refer Page no: 7)~~

9. Teachers participation in BoS, Q.P. setting, Moderation, Evaluation etc.

Sl.No	Name	Details
1	Manju Tamang	Evaluation Pl. refer pg. no. 11
2	Anup Pradhan	Q.P Setting, Evaluation, Pl. refer page no. 12

~~(Please refer Page no: 8 & 9)~~

10. Teachers Awards and Recognition (If any)

Sl.No	Name	Details
1.	Anup Pradhan	- Awarded with "Holistic Ratna Award" by Holistic Health and Research Centre (HHRC), Rongli, Pakyong District - Won Championship in doubles category during Eudaiminia, College Fest, 2023

Pl. refer pg. no. 14

~~(Please refer Page no: 10)~~

11. Recent Events organized by the Department.

Sl.No	Details
1	Freshers Welcome Programme, 14 feb 2023 Pl. refer pg. no. 16
2	Campus cleanness Drive, 23 feb 2023
3	Intramural football tournament 19 May 2023 Pl. refer pg. no. 17
4	Farewell Programme, 4 th July 2023
5	Welcome Programme of our Champions at SU-Khim Inter-College Football tournament Pl. refer pg. no. 18
6	Opening Ceremony Programme of "3 months State Level Certificate course In Badminton and Boxing for SC, ST, Minorities and Women". Pl. refer pg. no. 18 (b) and 19
7	Closing Ceremony Programme of "3 months State Level Certificate course In Badminton and Boxing for SC, ST, Minorities and Women". Pl. refer pg. no. 20
8	Intramural Marathon race competition, 9 th June 2023
9	Inter- collegiate faculty volleyball competition, 8 th June 2023

~~(Please refer Page no: 11 & 13)~~

Pl. refer pg. no. 18 (a)

12. Whether the Department maintains Attendance Register (Records to be maintained): yes

13. Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained): yes

14. Whether the faculty make use of ICT enable classroom: yes

15. Whether the Department ensure proper Scrutiny of Internal Examination Marks: yes

16. Whether the Department has the provision for remedial classes for slow learner (records to be maintained): yes

17. Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc.

Sl.No	Event	Place of visit	No of Participants	Date & Year
1	Field trips	Old Palace, Yuksom	16	13.06.2023

(Note: Detailed write-up to be maintained)

Pl. refer pg. no. 22

18. Details of Internal Examination/ Evaluation system:

19. Student: Teacher Ratio :40/1

20. Students Awards and Recognition:

Sl.No	Names	Enrolment No	Details
1.	Mahesh Pradhan Arpan Rai Sherap Lepcha Abhi Rai		Champions at SU-Khim Inter-College Football tournament
2	Nimsang Limboo		He had participated in The jumping gorilla mountain trail run championship 2023 and was successful in bagging first position in marathon race event. <i>Pl. refer pg. no. 27</i>
3	Deepika Thatal		She has attended the two days gender sensadisation workshop on "Breaking the barriers: moving towards gender equality organized by the gender sensitization unit, SGC Gyalshing
4	Iseka Lepcha		She has participated in district level boxing tournament during International Olympic Day, at Kyongsa, West Sikkim She has participated in district level boxing tournament during International Women's Day, at Kyongsa, West Sikkim <i>Pl. refer pg. no. 28</i>
5	Jyoti Sharma		She bagged 2 nd position in Marathon race during Eudaimonia annual college fest 2023

(Please refer Page no: 11 & 12)

21. Students Achievements (NET/SLET/UPSE/SCS etc.)

Sl.No	Names	Enrolment No.	Details	Year

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, opportunity, challenges) :

Strength:

- We possess a corps of youthful and dynamic teachers.
- An ample amount of athletic gear is at our store.
- Our department is equipped with a personal library.
- We utilize information and communication technology resources in our educational practices.

Weakness:

- Under construction infrastructure
- Insufficient study material in the library

Opportunity:

- In near future our college will be study hub in district.
Due to the nascent stage of the institution, the establishment of new infrastructure and courts, and the provision of grounds, a significant number of students are increasingly engaging in sports and games. Furthermore, an increasing number of students are keen on choosing physical education as their main subject of study, which will undoubtedly result in several benefits such as higher employment opportunities and the emergence of more educators in the state.

Challenges:


- Upon the successful completion of their undergraduate degree in physical education, with honors, students are required to pursue further studies beyond their state.
- The department is currently undergoing construction to develop infrastructure for outdoor games and sports.
- However, there exists a dearth of faculty members, and at least four to five members are required to augment the department's strength.
- The department is committed to best practices, such as providing remedial classes for students struggling with coursework and offering counseling sessions to assist students in planning their future academic pursuits.
- In the future, the department aims to establish an E-library, as well as modern laboratory facilities.

Declaration by the Head of the Cell.

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

Enosh Tamang

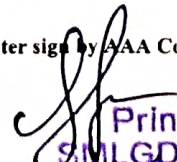
H.O.D Department of Physical Education

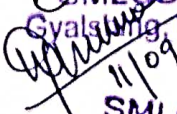

Head of the Department (with seal)

Date: 8th Sept 2023

Place: SLGDC, Geyzing

Counter sign by AAA Committee

① 
Principal
SMLGD College
Gyalshing, West Sikkim

② 
11/09/23
IQAC
SMLGD College
Gyalshing, West Sikkim



Sanchaman Limboo Government College, Gyalshing

Aarigoan, West Sikkim - 737111.

Internal Quality Assurance Cell (IQAC)

Ref. No.:

Date:27/08/2023

Academic and Administrative Audit(AAA).- Internal
Academic year 1st July 2022 to 31st June 2023

Academic Audit

1. Name of the Department: **Commerce**
2. Head of the Department: Mr. Ajay Chettri
3. Year of Establishment: 2021
4. Vision of the Department: "To impart quality education for the overall development of students"
5. Faculty Details:

Sl. No	Name	Qualification	Designation	Experience (in years)	Specialization	Contact No.	Email.id
1	Mr. Ajay Chettri	M.com / NET	Assistant Professor	2	Accounting and finance	6296954491	ajaybasnett08@gmail.com
2	Mr. Lochan Sharma	M.com/ NET	Assistant Professor	2	Finance and marketing	7318691826	lochansharmaofficial@gmail.com

(Note: credentials to be maintained by the Department)

6. Publication

Sl. No	Name	No. of publication	Details of publications ISBN/ISSN	Name of Book	National/ International	Whether UGC Recognised
-	-	-	-	-	-	-

(Note: Publications includes Newsletter, newspaper, journal, books, chapters, Monogram etc.)

Records to be maintained

7. Seminars/ Workshops/ Webinars

Sl.No	Name	Seminars/Workshop Title	Title of the Paper	Place	Date & Year
1	Department of Commerce	Radio Production Workshop	<i>Pl. refer Pg no. 01</i>	Sanchaman Limboo Government College, Gyalshing.	1 st – 10 th March, 2023
2.	Mr. Lochan Sharma	Five days NEP workshop	“National Education Policy (NEP) 2020 in Higher Education: Focusing on Curriculum, Pedagogy and Assessment”	Zilla Bhawan, Gyalshing	27 th February-3 rd March, 2023
3.	Mr. Lochan Sharma	Participated in one day orientation programme	“Orientation Programme for Academic Counsellors on IGNOU Open and Distance Learning.	IGNOU Regional Centre, Gangtok	18 th March, 2023

(Note: Records to be maintained)

8. Orientation / Refresher Programme

Sl. No	Name	Orientation / Refresher Programme Details	Place	Date & Year
1				

(Records to be maintained)

9. Teacher's participation in BoS, Q.P. setting, Moderation, Evaluation etc.

Sl.No	Name	Details
1	Mr. Ajay Chettri	Q.P. Setting, Evaluation
2	Mr. Lochan Sharma	Evaluation

(Note: Records to be maintained)

Pl. refer Pg. no 3 & 4
Pl. refer Pg. no 5

10. Teachers Awards and Recognition (If any)

Sl.No	Name	Details
1.	Mr. Ajay Chettri	Participated in the Badminton Tournament organized by the SRC during College Fest Programme on 6 th June, 2023 and won the doubles men tournament.

Pl. refer Pg no 6 & 7

11. Recent Events organized by the Department.

Sl. No.	Details
1	Organized Freshers' welcome programme for the students admitted during the Academic Session 2022-23
2	Students from the Department of Commerce, SMLGC, Gyalshing organized 'Teachers Day Celebration' on 5 th September, 2022.

(Records to be maintained)

Pl. refer Pg no 8

12. Whether the Department maintains Attendance Register (Records to be maintained): Yes
13. Whether the Department holds Departmental meeting for the distribution of syllabus (Records to be maintained): Yes
14. Whether the faculty make use of ICT enable classroom: Yes
15. Whether the Department ensure proper Scrutiny of Internal Examination Marks: Yes
16. Whether the Department has the provision for remedial classes for slow learner (records to be maintained) : Yes
17. Does the curriculum have scope for conducting Field trips/ Field- based survey, Institutional visits etc.

Sl.No	Event	Place of visit	No of Participants	Date & Year

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/ Evaluation system: The Department conducts 2 sessional tests, the marks of the two tests will be considered the final score for the internal examination; for the term paper, students are supposed to do research on some relevant topics, and they are evaluated based on their findings and how well they present their work; for the end term examination, students are required to appear for 50 marks standard examination, set by the Sikkim Central University.

19. Student: Teacher Ratio : 18:1

20. Students Awards and Recognition:

Sl.No	Names	Enrolment No	Details

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSE/SCS etc.)

Sl.No	Names	Enrolment No.	Details	Year

(Records to be maintained)

22. SWOC Analysis (Strength, weakness, opportunity, challenges) :

Strength/ opportunities

- Dedicated, qualified faculty.
- Team work and cooperation.
- Teachers are specialized in respective discipline.
- Inquisitive and Hardworking students.
- Effective use of ICT in teaching learning process.
- Command over technology.

Weakness/ challenges

- No separate departmental library
- Poor network connectivity in campus
- Limited number of books for commerce in college library
- Low enrolment rate

23. Best Practices of the Department:

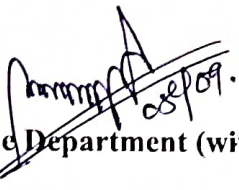
- Monthly departmental meeting to discuss the various pertinent issues relating to the development of students.
- Student- centric teaching practices.
- Remedial classes for weaker students.

24. Future Prospects:

- To lead department with job oriented and quality education.
- To conduct and organize National and International level seminars, conferences, workshops.
- To invite professionals to provide lectures on various pertinent issues.
- To invite eminent academicians from reputed universities for quality lecture.
- To take students for various industrial visit to make them aware about the practical applicability of the subjects.

Declaration by the Head of the Cell.

I hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.


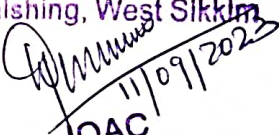
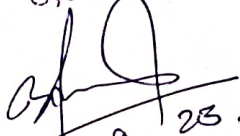
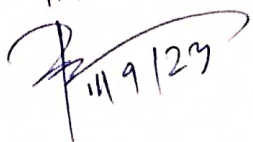


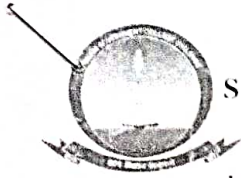
Head of the Department (with seal)

Date: 08.09.2023.

Place: SMLGC, Gyalshing.

Counter sign by AAA Committee

- ① 
Principal
SMLGD College
Gyalshing, West Sikkim
- ② 
11/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim
- ③ 
11/09/23.
- ④ 
11/9/23



SIKKIM GOVERNMENT COLLEGE, GYALSHING

Aarigaon, West Sikkim - 737111

Internal Quality Assurance Cell (IQAC)

SGCG/IQAC/

Dated: 29-08-2023

Academic and Administrative Audit (AAA) - Internal
Academic Year 1st July 2022 - 31st June 2023 (Two Years)
Academic Audit

1. Name of the Department: **EHS/EVS**
2. Head of the Department: UDENLA BHUTIA
3. Year of Establishment: 2011

4. Vision of the Department (100 words):

The department of Environmental Studies /EHS has been a part of SGC, Gyalshing since its inception in the year 2011. The department's main aim through its present curriculum is to offer students from various backgrounds a strong foundation regarding the various aspects of our environment and consequently the present plight for environmental protection. The content being taught at present is packaged in a way that makes it easier for students from differing backgrounds to understand and relate with the environment, this is done towards our conclusive goal of building a sense of responsibility in the students about the environment and its protection.

5. Faculty Details:

Sl. No.	Name	Qualification	Designation	Experience (in years)	Specialisation	Date of Joining	Nature of Appointment
1.	UDENLA BHUTIA	M.A.D.E.L.E D.B.ED NET/SLET	A.P	8 years	PHYSICAL GEOGRAPHY ENVIRONMENTAL STUDIES	5 TH MARC 11 2020 7/09/21	ADHOC Pl. refer pg. no. ③ and ④
2.	JIGDOL TENZING	M.Sc, UGC- NET/JRI	A.P	2 years			ADHOC Pl. refer pg. no. ⑤ to ⑦

GYAL PO BHUT IA						
--------------------------	--	--	--	--	--	--

(Note: Credentials to be maintained by the Department)

6. Publications:

Sl. No.	Name	No. of Publication	Details of Publication ISBN/ISSN	Name of the Book	National/ International	Whether UGC Recognised
1.						

(Note: Publications includes Newsletter, Newspaper, Journal, Books, Chapters, Monogram etc.) Records to be maintained.

7. Seminars/Workshops /Webinars

S.I. No.	Name	Seminar/Workshop Title	Title of the Paper	Place	Date & Year
1	Udenla bhutia	Two -day National Seminar opportunities and challenges of entrepreneurship in hilly areas	Geomorphometric assessment of reshi khola watershed, lower rangit river, west sikkim, india	Government P.G college Berinag Pithoragarh Uttarakhand	27&28 December 2022 <i>Pl. refer pg. no. ②</i>

(Records to be maintained)

8. Orientation/Refresher Programme

S.I. No.	Name	Orientation/Refresher Programme Details	Place	Date & Year

(Records to be maintained)

9. Teachers Participation in BOS, Q.P. Setting, Moderation, Evaluation etc.

S.I. No.	Name	Details
1.	Question moderation	B.A 5 th semester <i>Pl. refer pg. no. ②</i>
2.	Question moderation	B.A 5 th semester

(Records to be maintained)

10. Teachers Awards and Recognition (if any)

S.I. No.	Name	Details

(Records to be maintained)

Recent Events Organised by the Department:

S.I. No.	Details

(Records to be maintained)

12. Whether the Department maintains Attendance Register (Records to be maintained):
Yes
13. Whether the Department holds Departmental meeting for the Distribution of Syllabus
(Records to be maintained): Yes
14. Whether the Faculty make use of ICT enabled classroom: Yes
15. Whether the Department ensures proper Scrutiny of Internal Examination Marks: Yes
16. Whether the Department has the provision for Remedial classes for slow learners
(Records to be maintained): Yes
17. Does the curriculum have scope for conducting Field trips/ Field-based surveys,
Institutional visits etc. No

SI No	Event	Place of Visit	No of Participants	Date & Year

(Note: Detailed write-up to be maintained)

18. Details of Internal Examination/Evaluation System (50 words): Internal assessment based on first sessional test (25marks) and second sessional test (25marks).
19. Student: Teacher Ratio: 3 students: 422
20. Students Awards and Recognition:

S.I. No.	Names	Enrolment No.	Details

(Records to be maintained)

21. Students Achievements (NET/SLET/UPSC/SCS etc.):

S.I. No.	Names	Enrolment No.	Details	Year

(Records to be maintained)

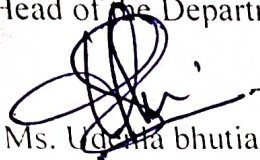
22. SWOC Analysis (Strength, weakness, Opportunities, Challenges): Not more than 200 words
23. Best Practices of the Department: Not more than 100 words
24. Future Prospects: Not more than 100 words

Eastern Himalayan studies, it is a subject related with the physical, historical as well as socio-cultural aspects of north eastern region. In fact to understand the subject matter in a depth manner makes us to know about our own area in better way and to some extent it also makes us aware about the overall development of our area by understanding the factors that directly impact on the lives of people living in the region and a nation as a whole. Eastern Himalayas is considered as a hotspots diversity of flora and fauna in India. the richness of natural resources not only contribute in the process of development but also rejuvenate the quality of our natural environment.

Declaration by the Head of the Department

hereby declare that the above furnished information is true and the Department will have no objection when validated by the Academic and Administrative Committee at any point of time.

Head of the Department (with Seal)




Ms. Udaya bhutia

Date: 29-08-2023

Place: SMLGC, Gyalshing West Sikkim

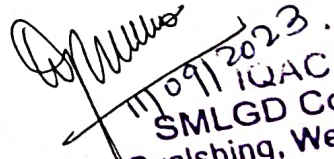
Counter Sign by AAA Committee

1.



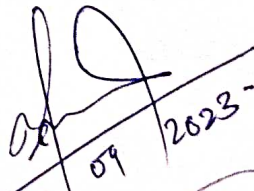
Principal
SMLGD College
Gyalshing, West Sikkim

2.



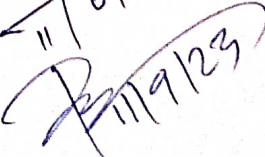
11/09/2023
IQAC
SMLGD College
Gyalshing, West Sikkim

3.



11/09/2023

4.



11/9/23

5.

6.

Summary of the Report:

Academic and Administrative Audit of various committees and the departments of the College was conducted on 11th and 12th of September, 2023 by the members of the AAA team of Sanchaman Limboo Government College, Gyalshing, West Sikkim. It was found that respective documentations were maintained by the different committees and the departments. Formats on AAA for the academic session 2022-23 (1st July, 2022 to 30th June, 2023) was prepared by the team and given to all the departmental heads and the committee convener's well on time. During the audit, the documents submitted by them as advised in the AAA format was thoroughly checked for authenticity and collected for future references.

All departmental heads were asked to write about the Strength, Weakness, Opportunities and Challenges of their departments. In a nutshell, the feedback received from various departments are:

1. Strength:

- Faculty members use blended learning methods in teaching-learning process.
- Presence of cooperation, team work and mutual understanding among the faculty members and the students.
- Student actively participate in various workshop and programmes conducted in and outside the College.
- Teacher's organize counselling programmes to their students from time to time.
- Presence of infrastructural facilities such as smart classrooms.
- Good student enrollment.
- Inquisitive and hardworking students.
- Availability of experienced teachers.
- Good quality of teacher and effective transaction of curriculum.
- Every faculty has unique skills which helps in the overall performance of the department.

- Availability of young, talented and hardworking faculty members specialized in different fields.
- Interdisciplinary research and teaching interests of the faculty members in literary studies and creative writing.
- Academic enrichment and academic achievement of the faculties.
- Language departments like Bhutia, Lepcha, Limboo, Nepali and English have their own strength in terms of language and literature. They promote creativity among students by giving emphasis on creative writing, public speaking, developing inter-personal and intra-personal relationship.
- Many departments have excellent teacher student ratio where students get utmost care and attention.
- Adequate reference books available in many departments.
- Adequate equipment's in departments like Physical Education and Tourism.
- Faculties, students and the administrative staffs have very good relationship with the Head of the institution.

2. Weakness:

- Poor internet connectivity at certain times.
- Limited number of reference books for Commerce in the College Library.
- Low enrolment rate in Commerce section.
- Construction of infrastructure in the College campus create noise pollution and disturbances in the teaching-learning process.
- Insufficient study materials in the departmental library.
- Too rigid curriculum.

- Poor socio-economic background of the students is a major drawback where excursion and field trip cannot be conducted.
- Non-availability of technical support staff.
- Lack of financial assistance to conduct field trip, excursion etc.
- Lack of language lab.
- Lack of faculty in departments like Bhutia, Geography, Tourism, Political Science, English, Physical Education and Commerce.
- Lack of equipment's in Geography department viz., software for GIS & RS.
- Lack of proper innovative research centre in the College.
- Research journals available in the College is not adequate.
- Lack of office attendant (support staff) in the department.
- Non-availability of statistical software's such as E-views, SPSS, STRATA etc. in Economics department.

3. Opportunities:

- High speed internet connectivity and use of various statistical software's will increase the curiosity of the students in research.
- There are opportunities to organize field-based term paper to inculcate the spirit of basic research to the students.
- To eradicate the phobia of the students in opting Economics as an academic discipline through various workshops, seminars, symposium etc.
- Initiation of PG course in Political Science has created a good opportunity to the students from poor financial background from the surrounding areas to aspire for higher education even after graduation.

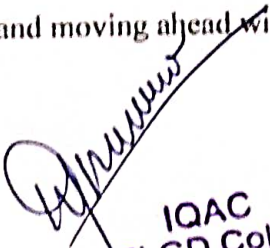
- Space for faculty members to attend and to present papers in seminars and conferences.
- Enhance the professional competencies.
- Improve vocabulary and reading habits.
- Team work among the faculties in the department leading to real learning opportunity.
- Pursue P.hD. and participate in orientation course, refreshers course, workshops and seminars magnifying one's academic career and improving one's teaching strategy. Availability of such facilities in online mode has made it more effective financially and time saving.
- Provision of Career counselling to the UPSC aspirants.
- Installation of software such as GIS and RS in Geography department will help the students to opt for such courses in future which has got more scope.
- Online opportunities has made this world a global village.
- Opportunity for off-campus study and exchange programmes.
- Lepcha community is known as the knowledge hub for traditional way of living in areas such as medicines, culture, food, drinks etc. The students from Lepcha department will get opportunity to explore all these benefits.
- The most career choices for English Majors are writing, publishing, journalism and teaching. However, other less intuitive job options includes positions in advertising, public relations, marketing and directing.
- On job training opportunity in various sectors of travel and hospitality industry is an area where department of tourism can work on. There is a scope for immediate employment as well as self-employment.
- Construction of gymnasium hall and adequate sports facilities, the College has a scope for introducing B.P.Ed. and M.P.Ed. Courses in the near future.

4. Challenges:

- To impart quality and job oriented education.
- To conduct and organize national and international level seminars, conference, workshops etc.
- Explore various industrial visit and make the students aware about the practical applicability of the subjects.
- Upon successful completion of their undergraduate degree in physical Education, students have to move to other states for further higher education due to lack of B.P.Ed. And M.P.Ed. Course in the state.
- There are only three faculty members in the Physical Education department as a result it is a big challenge for them to complete the syllabus on time and engage the students in various extra curricular activities as per the syllabus and also taking remedial classes for the slow learners.
- Establishment of departmental e-libraries with modern laboratory facilities in lab based courses is a big challenge.
- Misconception about Tourism as an academic subject. Budget management for excursion and field trip, lack of sufficient number of quality learners with strong interest in Tourism.
- Lack of exposure to the language by their learners is a challenge faced by the teachers from English Department. The learner's get little or no exposure to the language outside the classroom.
- Setting up language lab for practical classes.
- Enhancing skills among the learners as per the need.
- Prepare students for competitive examinations at national, international and state level.
- Lack of faculties in some departments.
- Unfavourable teacher student ratio in some general paper is a huge challenge for both.

- Time constraint for the students from Sociology department to write dissertation of 100 marks in their final semester.
- Eliminating the phobia of taking Economics as major subjects in their graduation.
- Political interference hinders the the objective of the researchers.
- Emphasizing research and development.

The SWOC analysis of the faculty members are taken with high priority and the Head of the institution shall take steps in providing timely solution to enrich the teaching - learning environment of the institute. "Rome was not built in a day" so goes the proverb, this temple of learning Sanchaman Limboo Government College, Gyalshing, West Sikkim has grown in terms of infrastructure, academic and administration within these twelve years is a matter of appreciation. Together we can do the impossible and achieve the unachievable. Being optimistic and moving ahead with the spirit of team is in the blood of every member of the College.


IQAC
SMLGD College
Gyalshing, West Sikkim