



SIKKIM GOVERNMENT COLLEGE, RHENOCK

RHENOCK - RUNGDUNG, PAKYONG DISTRICT, SIKKIM - 737133

(ACCREDITED BY NAAC)

Website: www.sgrhenock.in

E-mail ID: - gcrhenock@gmail.com & sgrhenock@gmail.com

Ph. No.: 03592 - 235741


Internal Quality Assurance Cell (IQAC) Sikkim Government College, Rhenock Minutes of the Meetings and Action Taken Report

Minutes of the Meeting

Date: 8/5/2020


Online meeting of IQAC was held on 8/5/2020 in presence of Principal, Vice- Principal, Dean of the Student Welfare, conveners and members of IQAC cell of the college. Since the normal functioning of the college was affected by covid-19 pandemic the meeting of IQAC could not conduct on time. Following points were discussed in the meeting

1. Firstly, Principal of the college highlighted the role of IQAC in brief.
2. Coordinator discussed about the new notice of NAAC and the format of AQAR, data collection and preparation of report.
3. Updates about the activities conducted by IQAC till date
4. Re-constitution of the IQAC core committee members since many of the faculties were transferred to other institutions.
5. At last principal discussed about the functioning of girl's hostel of the college.
6. New Academic programme to be introduced in this academic session.


(Shri Bidhan Subba)
Principal

Sikkim Govt. College, Rhenock
Pakyong District, Sikkim




(Dr. Chhunu Maya Giri)
Coordinator (IQAC)
Sikkim Govt. College Rhenock
Pakyong District, Sikkim



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Internal Quality Assurance Cell (IQAC) Sikkim Government College, Rhenock Minutes of the IQAC Meeting

Date: 13/10/2020

Meeting was held on 13/10/2020 at Principal office at 1:30 Pm. The meeting was chaired by Principal and attended by Vice-Principal, Dean of the Student's Welfare, Coordinator IQAC, Conveners of different criteria and the CMC members.

Following decision were taken in the meeting

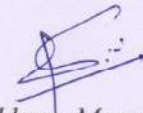
1. Decided to purchase text book as per the syllabus which are in regular uses by MPLADS fund
2. Academic and Administrative Audit committee to be formed to examine the academic and administrative quality of the college.
3. Proposal for permanent and own water supply for the college to be placed to the concerned department.
4. Decided to do half partition of existing administrative staff rooms and partition of conference hall and use it for administrative section.
5. Will increase internet strength from existing 20 MBPS to 100 MBPS.


(Shri Bidhan Subba)

Principal

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Internal Quality Assurance Cell (IQAC) Sikkim Government College, Rhenock Minutes of the IQAC Meeting

Date: 16/02/2021

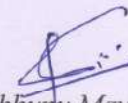
A meeting was held on 16/02/2021 at conference hall of the college in presence of Principal, Vice-Principal, Dean of the Student Welfare, Conveners of the different Committee. In the meeting following agendas were discussed.

1. Principal informed the faculties regarding the submission of academic requirement to the college to the office of directorate Higher Education, Government of Sikkim. Requirement such as smart classrooms with smooth internet in addition to the existing classrooms, establishment of media house.
2. Proposal for the Skill development workshop under Vocationalisation and Equity initiative under RUSA to be prepared by IQAC cell, Education department and other departments of the college.
3. Teachers are expected to check declaration form duly signed for the parents of the students for conducting offline classes.
4. Ms. Gyalmit Lepcha, Assistant Professor of Political Science Department was appointed as Hostel warden for girl's hostel and fee structure and guidelines for the hosteler were discussed.


(Shri Bidhan Subba)
Principal

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Internal Quality Assurance Cell (IQAC) Sikkim Government College, Rhenock Minutes of the IQAC Meeting

Date: 24/06/2021

A meeting was held on 24/06/2021 at Library at 1Pm in presence of Principal Mr. Bidhan Subba, Vice- Principal, Dean of Student Welfare, HoDs and members of different criteria of NAAC and ADM.

Following were the highlights of the meetings

1. Coordinator updates about the preparation of AQAR report 2020-2021
2. Format for Academic and Administrative Audit were discussed and circulated academic audit formed to the HoDs of different departments, administrative audit format was given to ADM sir and Examination Audit format were given to Examination committee.
3. New AQAR format of 2020-2021 along with data templets were circulated to conveners of seven criteria of NAAC.
4. Discussed about the use of 45 lakh of RUSA fund for various academic and infrastructure development. Principal asked the faculties to prepare proposal for projects, workshops and seminars.
5. Faculties were asked to keep the records of the research activities and submit the report to the research cell of the college.

(Shri Bidhan Subba)

Principal

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Evaluation of Plan and Action Taken Report for the Academic Session 2020-2021

Within this academic session four IQAC meetings were held in presence of Principal, Vice-Principal, Dean of the Student's Welfare, conveners and members of the criteria of NAAC. Since the normal functioning of the college was affected by Covid-19 pandemic many of the academic plans or agendas discussed in the meetings could not fulfilled.

Academic

New Academic Programme to be introduce in this academic year 2020-2021

a. Masters of Commerce (M. Com)

As it was planned to introduced new academic programe i.e., M. Com in this session at newly constructed cafeteria of the college, in this regards department official visited the campus to check the availability of classroom and other infrastructure to start new PG course but was not approved due to non-availability of sufficient classrooms. Since, at the time of visit, the cafeteria of college was not fully constructed. Hence, the said course was given to the Namchi Government college.

Discussion on new notice of NAAC and the format of AQAR, data collection and preparation of report.

Our institution successfully submitted AQAR report for the academic session 2019- 2020 within the given time.

As per the guidelines of the Central and State Government, classes will be conducted online till further notice and timely orient the students for the same.

Successfully conducted online classes as well as online examinations for all three semesters.

Punches of books related to the syllabus which are in regular uses from MPLADS fund of amount 3 lakhs.

As per the plan book list and necessary file has been submitted to the concerned department and the proposal for the purchase of books has been approved by the department.

Orientation program for 1st Semester students to be organized.



Department wise virtual orientation program was organized for 1st semester students.

Formation of Academic and Administrative Audit Committee (AAAC)

As per the plan both AAAC has been formed and the format of AAA report has been circulated to the HoDs of different departments and administrative head. All the department submitted the reports and maintained the related documents in their respective departments.

Proposal for Skill development workshop to be prepared by IQAC Cell and Education Department under two heads of RUSA under Vocationalisation and Equity initiatives. Proposal for following workshops has been approved by the Directorate Higher Education, Govt. of Sikkim.

1. One month skill development workshop on Plumber and Barefoot Engineer
2. One Week workshop on Tour Guide and Tour Operator
3. One Week Workshop on implementation of NEP.

Due to the Covid-pandemic, institution was closed hence these workshops will be organized in next academic session if the situation normalize.

Administrative

Planned to Operate Girl's Hostel

As per the plan Girl's Hostel of the college has started functioning form 14th February 2021 with eight girls' students initially. Ms. Gyalmit Lepcha, Assistant Professor of Political Science was appointed as hostel warden, along with one assistant and one night guard from non-teaching staff. At present enrollment of the hostel is 21 girls' students.


Development of Infrastructure and Learning Resources

As per the plan for development of infrastructure and learning resources under construction of cafeteria is completed for the classrooms and B. Com and Statistic classes has been shifted to the cafeteria.

Partition of the administrative office and conference halls are under process to shift the main administrative section to the conference hall.


Beautification of the Campus

As per the plan, cleanliness drive was carried out by the faculties and students in an around campus on the occasion of 'A Day for Mother Earth' under 'Van Mahatsov'.


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