



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	GOVT SANSKRIT MAHAVIDYALAYA
Name of the head of the Institution	Dashrath Kharel
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03592-9474017950
Mobile no.	9475017950
Registered Email	khareldr@gmail.com
Alternate Email	gscsamdong1998@gmail.com
Address	Upper Samdong ,P.O Samdong,P.S Singtam (E) Sikkim.
City/Town	Gangtok
State/UT	Sikkim
Pincode	737107

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Mr.Khemlal Sharma			
Phone no/Alternate Phone no.		08724891489			
Mobile no.		9641533933			
Registered Email		iqacsgc2018@gmail.com			
Alternate Email		pawanksharma09@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://sgcsanskrit.in/wp-content/uploads/2017/10/SSR.pdf.pdf			
4. Whether Academic Calendar prepared during the year		No			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.93	2019	04-Mar-2019	03-Mar-2024
6. Date of Establishment of IQAC			09-Apr-2018		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
Sanskrit Sambhashan Shivir		10-Jun-2019 10		57	

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[View Uploaded File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

9

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. worked for the accreditation of the College

2. conducted various literary activities like quiz

3. Organized a mental health awareness programme

4. Organized various sports activities for the all round development of the students

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
The plan of action for this year has been the very formation of the IQAC and	The IQAC team made it possible for the NAAC team to make their peer team visit

working towards the first NAAC visit for the Institution.	to the Institution after months of hard work.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	17-Feb-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	13-Mar-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution follows the syllabus prescribed by its parent University- Sampurnananda University. The College has appointed qualified teachers for every subject for the delivery of the same. Periodic tests and practical tests are conducted along with one final end term examination as decided by the University. Apart from classroom teaching, the teachers also engage in one-on-one student teacher interaction if and when possible. We boast of a high teacher-student ratio as compared to other institutions. We have a meeting at the beginning of each session to discuss syllabus distribution as well as to chalk out plan of action for each department. This is further supplemented by periodic meetings at regular intervals. The teaching faculty works in tandem with the guidance of the parent university as well as the instruction of the College. We have always completed our syllabus and curriculum on time, and the students have never had to face any problems in this regard. Apart from this we also try to ensure a holistic development of the students within the curriculum. We hold regular lecture series, awareness programmes and basic interaction with resource persons from various fields. The courses we offer as of now are- Undergraduate courses - 1. Jyotisha 2. Sahitya 3. Sanskrit vyakran 4. Puran Itihas Apart from this we also have Hindi, Nepali and English.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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No Data Entered/Not Applicable !!!

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Shastri	Field Project (Academic Tour)	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
No Data Entered/Not Applicable !!!

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the	Programme	Number of seats	Number of	Students Enrolled
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Programme	Specialization	available	Application received	
Shastri	VYAKARANA, SAHITYA, PURANA ITISHA, JYOTISH	240	12	12
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	17	0	11	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
11	7	8	2	2	4

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

[View File of E-resources and techniques used](#)

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

Students in our Institution benefit from their interactions from the faculty members. • We have a good student : teacher ratio and that guarantees individual attention for all the students. Students have the advantage of seeking out their teachers during non-class hours and discuss many things that they want to like their career, their prospects, their interests etc. • Our students engage in a lot of one on one interactions with the teachers thereby giving them a good mentor-mentee environment. Some faculty members reside within the campus and are in close contact with the students who live in the hostel as well. They are always welcomed by these teachers and they live in a friendly environment.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
57	11	1:5

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
2	2	0	2	1

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

Nil	NILL	Nil	NILL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Shastri	2082	year	08/04/2019	12/06/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The University has a syllabus that does not have any Internal Evaluation scheme. The entire evaluation and grading is done by the University and the colleges have no such contribution towards assessment and evaluation.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As per the Calendar prepared and prescribed by our parent University - Sampurnanda University- the college adhered to most of the holidays and events according to that. The Final term examinations were also in complete accordance with the Official University Calendar. The Exams were scheduled from 28-03-2019 to 08-04-2019 for Class 9 - to Third year students. Apart from this, State holidays and other events intimated by the State Govt were also adhered to by the College since the College is under the aegis of the State Government. Vacations and holidays were also observed according to the State Almanac since the college is in a completely different region than its parent University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[00](#)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2082	Shastri	VYAKARANA, SAHITYA	2	2	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	nil	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
sanskrit sambhashanam shiviram	college	10/06/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nill	00
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Vyakarana, Sahitya, Darshan	6	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
VYAKARANA	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
00	00	00	Nil	0	00	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Nil	0	0	00
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	25	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
DUMPING PIT CONSTRUCTION	NSS	3	50
CONSTRUCTED FOOTPATH	NSS	3	50
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	nil	nil	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swacha Bharat Summer Internship	NSS	Swacha Bharat Abhiyan	1	7
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
nil	00	00	00
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	Nil	Nil	nil
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nil	nil	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5.59	4.39

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nil	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1395	Nil	1139	Nil	2534	Nil
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	2	0	0	0	4	7	0	0
Added	0	0	0	0	0	0	0	0	0
Total	25	2	0	0	0	4	7	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institution is located in a beautiful campus with fully constructed buildings and a very peaceful environment. The Institution doesn't have thoroughfare and hence remains undisturbed. We have a garden, a playground and a library. We also have a classroom dedicated to teaching the students everything related to technology. It is well equipped with fully functioning computer systems. All of these are utilized by the students as per their needs. The students engage in sports activities every Friday. We have football, Volleyball, Table Tennis and Badminton as of now. Our students actively take part in sports activities within the college as well as in tournaments. We also have a well equipped laboratory used for practical Karmakanda classes for our students. Our students make use of it on a regular basis. Teachers help the students in enhancing their karmakanda skills during certain special events held in the college. This in turn is beneficial for them to acquire hands on knowledge in their subjects. Our Institution's library is not very well stocked but every year we work towards adding more books to our collection. We also have provided our students with computer systems in our library for their benefit. We have sufficient number of classrooms as well as extra rooms for use

if and when required. Every classroom is equipped with a white / black board and other necessary items. We encourage our students to make optimum use of all of the facilities provided to them. We are also working on making the Campus a smart campus by enabling Wifi and internet connectivity.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	No	0	0
Financial Support from Other Sources			
a) National	Nil	0	Nil
b) International	No	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Sanskrit sambhasan sibir,	10/06/2019	57	sanskrit bharati, Funding agencies, RU SA00NoNoNo
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

No	0	0	Nil	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	govt.sanskrit college samdong	sanskrit vyakran	language learning institute, kathmandu	japanese language course
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1
View File	

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

Activity	Level	Number of Participants
Nepali Bhasa manyata Diwas	Institution level	78
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Organised an Academic tour for Ten students. The students were selected based on their attendance. The Students visited Delhi- Mathura- Banaras. They visited historical and religious sites. They were accompanied by Mr. Pawan Kr. Sharma faculty of Jyotish Dr Liladhar Bhattarai dept of Vyakarana. This was a fruitful trip and the students had a good experience.
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5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The teaching and non-teaching faculty members are involved in administrative duties and form part of many committees like Gender Cell, IQAC, RUSA etc. This helps in break-down of the power structure and helps in maintaining a balance in the distribution of decision-making process. There are regular meetings and discussions pertaining to matters like admissions, examinations, events, celebrations and others that concern the College. All the members and their opinions are taken into consideration while making important decisions whether big or small. The power structure is carefully balanced where in the Head of the Institution operates with full support and in tandem with the Administrative and non-administrative members of the college. 2. We also have elected members of the Students' Representative Council that help in acting as an administrative bridge between the Institution and the Student body. They help regulate students' affairs, students issues and work towards giving the student body their voice. They help maintain a status quo that is required in an Institution. The student body acts as a regulatory body and their main function is to ensure a democratic and de-centralized process in the college be it admissions, examinations, programmes and other miscellaneous events that happen in the college. They make sure that everything is transparent and fair and equal for all students alike.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	In the initial stage, academics and administration were both handled by the teaching faculty which hindered the class and syllabus completion. However, as of now, we have appointed administrative staff assigned to different fields like finance, library, administration, office and overall up keep of the College. Now, the College, has better management of Human Resources and all aspects of academics and administration are managed proficiently. this helps in the overall functioning of the College and assures a smooth functioning of the Institution.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	The official college website allows us to broadcast messages, put up notices as well as updates on recent events and programmes held in the College. They are also a repository for information on the Campus admissions, faculty members etc. The Website is a virtual space for managing information and providing a glimpse of our Institution to the outside world.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
REFRESHER COURSE	2	11/08/2018	31/08/2018	5
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	1	1	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Both the internal and external financial audit is conducted annually. It has full time accounts Department to ensure maintenance of annual accounts and audit. external audit is conducted by the following 1. Central audit- central audit is conducted by CAG through Auditor General , Sikkim every three year, covering all financial and accounting activities of the institute. This include scrutiny of the following: All receipts from fee, donation, grants etc. All expenditures. It is pointed out that no serious objection/ irregularity is outstanding against the institution. 2.State audit- state audit is done by the chartered accountant appointed by the Department who conducts regular accounts audit and certifies its annual financial statements. he also issues Utilization Certificate of various expenditures made. Internal audit is done by the Accounts personals of the institution headed by DDO who mainly pre-audit every receipts and expenditures. Apart from which, reconciliation of expenditure made from various heads is done on a quarterly basis with Treasury Pay and Accounts and Accountant General, Sikkim.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

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

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

Since a lot of the students come from very far off places and other states and countries, meetings in person are not feasible for them to attend. But we receive a lot of support from the local parents and local stake holders like panchayats, and local administrative bodies. They help us during programmes and they regularly attend meetings when they are called for it. They have been huge supporters of our yearly Bhasa Diwas Celebrations as well and come in huge numbers to take part in the celebrations.

6.5.3 – Development programmes for support staff (at least three)

Our support staff-attend regular trainings held by their regular departments. They have workshops and trainings to hone their skills. They are encouraged to attend these and given full support to take part in these trainings and workshops. For example, the finance dept have attended digital computing trainings and record keeping trainings as ordered and designed by the State Government. This ensures that they are up to date and aid in the smooth functioning of the Institution.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The most eye opening realisation for us as an Institution has been the lack of proper documentation. This has been a lesson we learnt and we have now started to keep strict records of everything from academics to extra curriculars. We now maintain proper registers and record keeping diaries for everything. 2. We have also taken into consideration the suggestions of the peer team and started to work on the increase of enrolment. 3. we have also taken initiatives to do regular workshops and training camps for our students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	National Sports Day	29/08/2018	29/08/2018	29/08/2018	Nil
2018	World Environment Day	05/06/2018	05/06/2018	05/06/2018	Nil
2019	Sanskrit Sambhasan Shivir	20/05/2019	10/06/2019	19/06/2019	57

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	advantages and disadvantages	and contribute to local community				
No Data Entered/Not Applicable !!!						
No file uploaded.						

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>We have a herbal garden in the College premise that is used to grow seasonal vegetables and herbs. These are free to use for the teachers and students alike. The herbal garden uses bio degradable waste generated from the college canteen like tea leaves, vegetable peel as manure.</p>
<p>We have tried to inculcate a sense of social and ecological responsibility in our students. They are encouraged to avoid using single use plastic and are advised to bring refillable water bottles. Drinking water is provided in the campus to aid in this.</p>

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>As an Institution we are proud to be one of the very few who hold morning assemblies. Every morning our students and teachers gather for the morning assembly. The assembly starts with a prayer chant and then one assigned student delivers a morning lecture and one delivers the News. The students are chosen according to class and roll no so that every student gets a chance to take part. Teachers also actively take part in the assembly, we have periodic lecture series in the morning assembly. The assembly helps the students in multiple ways- firstly they help the students in their oral skills and to face the crowd. Secondly, they are kept abreast of the local, national and international news through the news segment in the assembly. Thirdly, it evokes a sense of comradeship among the students since its one of the times when all of them come together and share ideas and opinions. In the said assembly, we have news reading, stotra recitation and a speech. The news reading and speech is open to be multi-lingual and students can deliver them in any language they are comfortable with. This is done to give every student a chance to face public speaking and hone their oratory skills. Each individual student gets a chance to take part in these activities since they are arranged in a cycle and includes students from all classes and standards. This is supervised by the members of the Student Representative Council. The morning assembly has been a tradition that has been followed since the inception of the College and has been an intrinsic part of the overall development of the students. Another unique feature of our Institution is our celebration of Indian Culture and tradition by observing important events during most Indian festivals. For example we have celebrated festivals like Teej, Guru Purnima, Janai Purnima etc. We believe in conserving our tradition and also inculcate the same feeling in our students.</p> <p style="text-align: center;">In the observation of these festivals, we give our students a hands on</p>

experience of Karma Kanda rituals as well. So it becomes a celebration of our culture as well as a practical class for them. We feel that students should stay connected to their roots and one way of imbibing their tradition and culture I through the celebration of these various festivals. For example, the college celebrate Shrawani Purnima in the month of August every year. It is also known as the Hindu Teachers Day. On this day of the Full moon, students pay their respect to their teachers and celebrate the bond between a Guru and a Shishya. Apart from this, many diverse days are observed like Kali Das's birthday, Ved Vyas's Birthday, Hindi Diwas, Sanskrit Diwas, Nepali Bhasa Manyata Diwas as well as Bhanu Jayanti. All these events are student centric and focus on introducing the concepts of these festivals and days and explaining their importance and how they play a significant part in our history and our culture. Sanskrit as a language and its literature is deeply rooted in Indian culture, tradition and history and it is imperative for the students to understand this correlation. The college makes sure to observe and celebrate most of these and remind the students of our rich heritage and wonderful history. Our uniqueness is also regional since we pride ourselves as one of the only Institutes of Higher Learning in the North Eastern region. We provide a space for students from places like Bhutan, Nepal, Assam and other states. We have developed as an Institution of Sanskrit Studies in the Higher level. We get the opportunity of engaging with students from various backgrounds and various different cultures as well. The Institution becomes a melting pot between students of various places which gives them a unique opportunity to interact and diversify their thoughts and ideas. They share ideas, exchange knowledge and learn together. Over time, we have produced students who have graduated from the Institution and have gone out to serve in various capacities all over. Some pursuing higher education in Sanskrit studies while some working in the same field. It fills us with a great sense of pride to be recognized and seen as a hub for Sanskrit studies in this region and be able to serve our students in this manner. We encourage our students to use Sanskrit while in the College Campus. This way, they have a multilingual experience with languages like Hindi-English-Nepali-English. We have a Wall magazine and a News Board where students and faculty members regularly contribute materials.

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

<http://sgcsanskrit.in/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our Institution has existed as an Institution of higher learning since the past two decades and we pride ourselves on our legacy. We have had students come in from far and wide to attain their education. Some of our alumni have been working in various posts and capacities. Many of them even work in the College as Assistant Professors, further imparting education to the future generation of Sanskrit learners. This has been one of our greatest achievements so far. Our vision has been to keep alive the spirit of Sanskrit Studies and all these small and big achievements help us strive to work better. The priority of our Institution has been to inculcate the rich history, tradition and culture of our land into our students as well as provide them a skill-based education that would enable them to work as successful individuals in this world. We try our best to follow our Institutions motto that is "Vidya Dharmena Shobhatey" which states that religious beliefs help in shaping the lives of the students and complete their educational journey. Their religion would teach them to appreciate human lives, teach them compassion, kindness and overall help them become the best versions of themselves. Our vision has always been to act as a

facilitator for scholars of Sanskrit- for studies, for research, and for a general understanding of the language and the subject. Over the years we have students complete their graduation and move on to pursue higher education in the same field as well, they leave the college inspired to pursue higher studies and continue their journeys in the same field.

Provide the weblink of the institution

<http://sgcsanskrit.in/>

8.Future Plans of Actions for Next Academic Year

As an Institution of Higher Education, our future plan of action has always centered around our students. 1. We hope to introduce various diploma courses in disciplines like Jvotisha and Karmakanda. This will equip our students with a vocation and skills 2. We aim to increase our reach and enrolment. We want to foster an interest in Sanskrit Studies and turn our Institution into a place of excellent Sanskrit studies producing great intellects 3. For the students, we want to increase the number of educational tours and trips. As of now we make it a point to take our students to one national excursion trip year, we hope to increase that number. These kinds of activities will give the students a worldview and will help them gain multi-faceted experiences 4. In view of the importance of research in academia, we hope to organize many seminars, workshops and lectures in many disciplines. we hope to achieve intellectual growth among faculty as well as our students through this 5. We hope to create a atmosphere of research - we are working towards building a well-equipped library and digital tools as well. We also are working towards producing an academic research journal with credible content and an ISBN registration 6. Having understood the importance of documentation and record keeping, we are working towards building a repository of documents, data and record of students. Faculty funds etc. We plan to keep both hard copy and digitized records. This would help us in keeping track of our progress, our limitations as well as our areas of improvement 7. Our main aim is for our students to have access to world class facilities and good education. We hope to make our Institution into a place of Higher learning of great caliber 8. Another thing on our plan of action is to install Wi-Fi and provide internet connectivity in the campus With these plans of action. We move forward into the next session with high hopes and plenty of enthusiasm. We will work towards achieving many of these and better our Institution as a great destination for higher learning in Sanskrit Studies.