MINUTES OF THE MEETING
IQAC, SGC, GYALSHING

7th Oct. 2019.

The coordinator of Internal Quality Assurance Cell, Sikkim Government College, Gyalshing, convened a meeting of IQAC Team to deliberate on the following matters.

1. DRAFTING OF ACADEMIC CALANDER OF THE COLLEGE

As per the NAAC guidelines HEIs are to draft an academic Calander as part of institution's quality initiative. The cell unanimously decided to frame the academic Calander for 2019-2020 session. A committee has been constituted for the preparation of college calander headed by Mr. Rajiv Jairu, Vice Coordinator, IQAC and Mr. Bikash Sharma and Mr. Tilak Bahadur Bardewa as members.

2. The IQAC felt a need for bringing out a quarterly Newsletter to document the various activities which take place in the College and to provide a platform for students to express their creative bent of mind. For this, Ms. Nangyal J. Bhutia, Assistant Professor, Department of English has been given the responsibility of the newsletter. She will be assisted by Mr. Rajiv Jairu and Mr. Bikash Sharma.

1. [illegible]
2. [illegible] Bijesh Shanya ..
3. [illegible] ..
4. [illegible]

IQAC
SGC, GYALSHING
MINUTES OF THE MEETING

03/03/2020

On , the Internal Quality Assurance Cell of Sikkim Government College, Gyalshing held a meeting to discuss the following matters.

1. CONSTITUTION of IQAC AS PER NAAC GUIDELINES

The NAAC mandates that the composition of IQAC should be as under.

- Chairperson : Head of the Institution.
- Teachers to represent all levels (3-8).
- One Member from the Management.
- Few Senior Administrative Officers.
- One nominee each from Local society and alumnai.
- One nominee each from employers, industrialists and stakeholders.
- One of the senior teachers as Director, IQAC.

The committee shall recommend the Head of the Institution for the constitution of IQAC as per NAAC Guidelines.

2. The IQAC decided to generate feedback from students on matters such as infrastructure, teaching-learning system, academic exercise such

as seminars, workshops, conferences, symposia etc. The cell decided to use e-platforms in the form of google forms, online surveys etc with an aim to go paperless and green.

1.

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3.

4.