

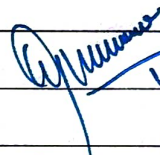
10th Sept. 2025

Minutes of Meeting

A Meeting regarding NAAC, related documentation, rules and regulation was held by Dr. Kesang, IQAC Coordinator with all HODs of various department; where following points were discussed:-

- ① NAAC new rules were briefed.
- ② Discussion of various documentation details for each department.
- ③ Questions answers session for doubt clarification was done.

1. Dr. Kesang Wangmo Bhutai


10/9/25

2.

3. Dinesh Ashikari

4. TULASHI SHARMA

5. Jwala Shanna

6. Prasanna Dr. Prasanna Dong

7. Dr. Saraswati Mishra

8. Kunzang Chuni Bari

9. Angsoma Khosa

10. Anmol Gowing

11. Dr. Santosh Thakral

12. Dr. Kimola S. Bhutani

13. Sushma Ashikari

14. Khari Lupa

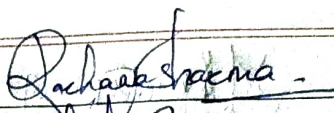
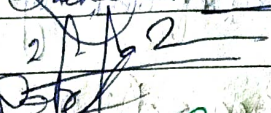
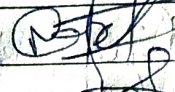
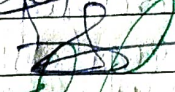
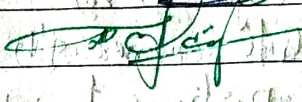
15. Dilip dr. Dyer

16. Maney Rai

17. Yalraj Phye

18. Dr. Shaveej Rai

19. Dr. Santosh

20. Dr. Rachana Sharma 
21. Dr. Satina Rai 
22. ~~Shirish Kapha~~ 
23. Loshan Khadune 
24. Mandip Tamang 

20th Sep. 2025.Action Taken Report.

1. Format for AAA (Academic and Administrative Audit) Internal was prepared by IQAC members and distributed to all concerned departments and administrative sections to be completed and submitted to the IQAC Cell of the College by the last week of October 2025. They were requested to submit AAA for the academic session 2022-23 and 2023-24.
2. All IQAC members actively participated in clearing the doubts and helping all concerned to complete the given task on time.

1. Dr. Kesang Wangmo Bhutai *[Signature]* 20/09/25.

② Ms. Kunzang Chumtse Basu *[Signature]*

③ Dr. Rachana Shaema *[Signature]*

④ Mr. Tulashu Shaema *[Signature]*

⑤ Mrs. Saraswati Rai *[Signature]*

⑥ Mrs. Sushma Adhikari *[Signature]*

⑦ Dr. Salina Rai

⑧ Ms. Prasansha Subba *[Signature]*

⑨ Ms. Pranamya Rai

⑩ Dr. Chhunu Moya Giri

⑪ Mr. Dhan Hang Subba

⑫ Ms. Pujia Pariyar

⑬ Mr. Nikamal Sahal

⑭ Mr. Parsuram Chetti

⑮ Mr. Khenraj Poudyal

⑯ Mr. Santosh Chetti

(6)

20th Sep. 2025.

Minutes of the Meeting.

Members from Internal Quality Assurance Cell of Sikkim Government College, Rhenock met on 20th Sep. 2025 to discuss on the following agenda:

1. Conduct Five Days National Workshop on "Gender Sensitization" in February 2026. The workshop will be funded by RUSA fund of the College. The beneficiary will include all the staffs and students of the College. A proposal to be prepared and submitted to the Principal as soon as possible. The responsibility will be taken by the IQAC Coordinator Dr. K.W. Bhutha.
2. The Department of Economics of the College has taken the initiative of conducting three day workshop on "Strategy Towards Excellence: A Life Changing Mega Event". They have requested IQAC to collaborate with them to make this workshop successful. All members accepted the offer and decided to collaborate with the Department of Economics. All the staffs and students will be benefitted from this workshop which will be again funded by the RUSA fund of the College and the programme will be scheduled in February, 2026.

The meeting ended successfully with a vote of thanks by the IQAC Coordinator.

- ① Dr. Kesang Wangmo Bhutha *[Signature]* 20/9/2025
- ②
- ③ Mr. Kunzang C. Basu *[Signature]*
- ④ Dr. Rachana Sharma *[Signature]*

⑤ Saraswati R.
⑥ Sushma Ashikari
7 Prasanna Subb
P. Subb

2

Sushma

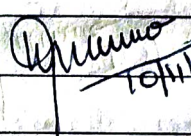
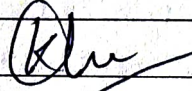
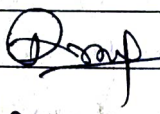
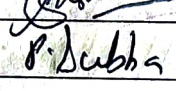
P. Subb

(8)

10th Nov. 2025.

Action Taken Report.

Proposal for Five Days National Workshop on "Gender Sensitization" was completed and submitted to the Principal, Sikkim Government College, Rhenock for further necessary action. AAA (Academic and Administrative Audit) reports were submitted by all the concerned departments and the administration sections of our College on the given dates without fail.

- ① Dr. Kesang Wangmo Bhutia  10/11/2025.
- ②
- ③ Ms. Kunzang C. Basu 
- ④ Dr. Lalase Sharma  
- ⑤ Saraswati Rai 
- ⑥ Sushma Adhikari 
- ⑦ Prasanta Subh 

16th Nov. 2025

Minutes of the Meeting.

Members from the Internal Quality Assurance Cell, Sikkim Government College, Rhenock met on 16th Nov. 2025 at 2:00 pm to discuss on the following agenda:

① AAA (Academic and Administrative Audit)

AAA by all the concerned departments are submitted to the IQAC Cell. The Coordinator IQAC, Dr. Kesang Wangmo Bhutia requested all the concerned members to go through the AAA report as per the criteria assigned to each one of them. Taking their feedback into consideration, the Coordinator will go through the AAA report submitted thoroughly and carefully. The same shall be then forwarded to the Principal for her signature.

Once all these formalities are done then, the same shall be handed over to Mrs. Puja Pariyar, administrative staff for recording it in our respective register and files for future reference.

The meeting ended successfully at 2:30 pm with a vote of thanks by the Coordinator, IQAC.

① Dr. Kesang Wangmo Bhutia @ 16/11/2025

②

③. Kunzang C Basi (Klu)

④ Dr. Rachana Sharma

⑤ Sarasmati Ri

⑥ Sushma Apalikari

⑦ Poojanishu Subh

P. Subh

2nd Feb. 2026

Action Taken Report

Our Office Assistant Ms. Puja Pariyar has successfully recorded the details of the AAA for the academic year 2022-23 and 2023-24 in our register and files accordingly.

Our proposal for the Five Day National Workshop on "Gender Sensitization" was accepted and we are conducting the workshop from 3rd Feb, 2026 - 7th Feb 2026.

① Dr. Kesang Wangmo Bhutia

[Signature]
21/02/2026

②

③ K.C. Basi

④ Dr. Lalana Sharma

[Signature]

⑤ Saraswati Ri

⑥ Sushma Ashikari

[Signature]

⑦ Prashant Dubhi

[Signature]

(11)
2nd Feb. 2026.

Minutes of the Meeting

Members from the Internal Quality Assurance Cell, Sikkim Government College, Rhenock met on 2nd Feb. 2026 at 10:00 am to discuss on the following agenda:

First and foremost, Co-ordinator IQAC welcomed all the members with open arm and requested everyone to cooperate with her for the betterment of the institution. She congratulated all the members as our Proposal to conduct Five Day National Workshop on "Gender Sensitization" has been approved during our winter vacation. She also informed the gathering that she had been working hand in hand with the Principal during her vacation for the workshop.

The workshop is to be conducted from 3rd Feb, 2026 to 7th February, 2026. Shri Raju Basnett Hon'ble Minister for Education, Government of Sikkim will grace the inaugural session of the workshop.

The schedule for inaugural programme will be as follows:

Sl No	Event	Responsibility
1	Welcoming of Guest (offering of Khada)	Dr. Kesang W. Bhutia & Ms. Tulashi Sharma
2.	Lighting of the Ceremonial Lamp	Chief Guest & Dignitaries
3.	Welcome Address & Workshop Significance	Dr. Kesang W. Bhutia
4.	College Song	Performed by Students
5.	Principal's Address	Dr. Shobha Sharma Basotha, Principal.
⑥	Address by Chief Guest	Hon'ble Edn. Minister
⑦	Vote of Thanks	Dr. Chummu Maya Gini

The workshop will start at 10:00 am and complete at 3:50 pm everyday. We will have three sessions of one hour thirty minutes duration each with a short break of twenty minutes and lunch break of one hour duration. During the short break tea and biscuits will be given to the participants.

Lunch will include both veg^{table} and non-veg items. This shall be provided to the participants on all the five days.

The resource persons are invited from various universities from other states of India. We have professors from North Eastern Hill University Shillong, Mumbai University, Delhi University. We are also having resource persons from Media and Law Department and our own teachers will be doing some sessions on "Stress Management" and "Women in Academic Leadership".

Work has to be distributed among the IOAC members in the following manner:
 ① Dr. Kesang Wangmo Bhutia = Logistics & Coordination.

② Mr. Tulashi Sharma = Participant Outreach and Ms. Saraswati Rai

③ Dr. Salina Rai = Program host

④ Ms. Pranamya Rai & Ms. Pujia Pariyar = Registration

⑤ Mr. Dhan Hang Subba & Ms. Prasansha Subba = Catering & oversight

⑥ Dr. Rachana Sharma & Dr. Chhume Maya

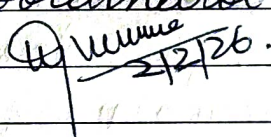
lyui = Documentation / rapporteur

- ⑦ Ms. Kunzang C. Basi & Mrs. Sushma Adhikari
= Feedback and Evaluation.

During the valedictory Programme on 7th Feb, 26 from 2:20 pm to 3:50 pm, the work will be distributed among the members in the following manner:

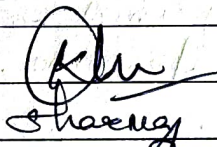
- ① Welcoming the Guest: Dr. Kesang W. Bhutia and Mr. Dhan Hang Subba.
- ② Welcome address = Mr. Tulashi Sharma
- ③ Workshop Report Presentation = Dr. Rachana Sharma
- ④ Participant Feedback = Ms. Kunzang C. Basi
- ⑤ Reading out the letter of gratitude of Mr. Enos Rai and Mr. Bhuvan Tamang = Mrs. Sushma Adhikari
- ⑥ Blessings by the Chief Guest = Principal, SAC, Rhenock
- ⑦ Presentation of Certificates to the organizing members = Mr. Dhan Hang Subba
- ⑧ Vote of thanks = Dr. Kesang Wangmo Bhutia, Coordinator IQAC, SAC, Rhenock

The meeting ended successfully at 11:30 am with a vote of thanks by the Coordinator IQAC.

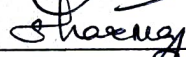
① Dr. Kesang Wangmo Bhutia  2/2/26.

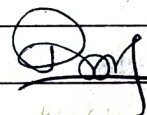
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③ K. C. Basi



④ Dr. Rachana

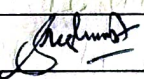




⑤ Saraswati R.



⑥ Sushma Adhikari



⑦ Pratik S.

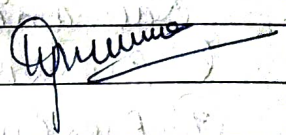


2nd March 2026.

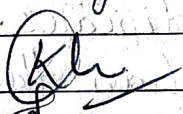
Action Taken Report

Internal Quality Assurance Cell, Sikkim Govt College, Rhenock successfully conducted the Five Day National Workshop on "Gender Sensitization" w.e.f. 3rd Feb, 2026 to 7th Feb, 2026.

We were also successful in conducting the Workshop organized by the Department of Economics, Sikkim Govt. College, Rhenock titled "Strategy Towards Excellence: A Life Transforming Mega Event" w.e.f. 19th Feb. 2026 to 21st Feb. 2026.

① Dr. Tesang Wangmo Bhutia 

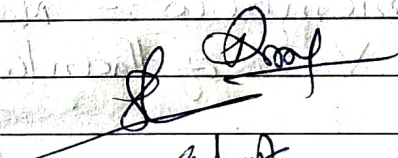
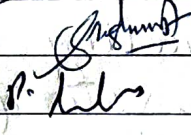
②

③ K. C Basi 

④ Dr. Rachana Chama

⑤ Saranshat Ku

⑥ Sushma Shikari

⑦ Pankaj Singh 


9th June, 2026.

Minutes of the Meeting.

Members from the Internal Quality Assurance Cell, Sukhima Government College, Pherook met on 9th June, 2026 at 2:00 pm to discuss on the following agenda:

1. AAA (Academic and Administrative Report) 2025-2026 : The house unanimously decided the deadline for the submission of AAA for the academic year 2025-26. It has to be submitted within the first week of July, 2026.
2. Next Meeting: The Co-ordinator IOAC, informed the members that we will conduct one meeting as soon as the College re-open after its summer vacation and decide for the activities that we can cover up during the Odd Semester 2026.

The meeting ended successfully at 2:30 pm with a vote of thanks by the Co-ordinator, IOAC.

© Dr. Kesang Wangmo Bhutia 9/06/2026.

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3 K.C. Basu

4 Dr. Rachana Sharma

5 Saranwati R.

6 Sushma Ashitani

7. Pratiksha R.

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