

NAMCHI GOVERNMENT COLLEGE

Principal: Dr.ParsuramPaudyal (Ph.D)
Vice Principal: Dr. Tanka Prasad Dhungel (P.hD)
Dean (Students' Affairs): Mrs. Tshering Choden Bhutia (M.A, NET)
Email id -namchigovtcollege@gmail.com

P.G. FACULTY PROFILE

Course	Name	Designation	Qualification
M.Com	Mr. Sanjay Kmr Subba (HoD)	Assistant Professor	M.Com, NET/JRF
	Dr. Sabita Sapkota	Assistant Professor	M.Com, NET, PhD
	Mr. Dewan Rai	Assistant Professor	M.Com,B.Ed, NET(JRF),
	Ms.Tshering C. Lachungpa	Assistant Professor	M.Com, NET
	Mrs. Chang Doma Sherpa	Assistant Professor	M.Com, NET
	Mr. Shekhar Khatiwara	Assistant Professor	M.Com, NET
M.Sc Geography	Mr. Royal Rai (HoD)	Assistant Professor	M.A, M.Phil
	Dr. Tanka Prasad Dhungel	Assistant Professor	M.A, M. Phil, PhD
	Dr. Ajay Chettri	Assistant Professor	M.A, M.Phil, SLET, PhD
	Dr. Pankaj Kumar Das	Assistant Professor	M.A PhD
	Mrs. Sushma Rai	Assistant Professor	M.A, SLET
M.A. Education	Mr. Yugal Khanal (HoD)	Assistant Professor	M.A, B.Ed. SLET
	Ms. Binita Rai	Assistant Professor	M.A, B.Ed. NET/SLET
	Mrs Anuradha Rai	Assistant Professor	M.A, M.Phil, B.Ed, NET, SLET
	Mrs. Diki Ongmu Lepcha	Assistant Professor	M.A, B.Ed , SLET
	Mrs. Dawa Lhamu Bhutia	Assistant Professor	M.A Education

ADMINISTRATION AND OFFICE STAFF**D&DO: Mr Deepak Tiwari**

Sl No.	Names	Designation
1)	Bhim Bdr Thapa	H.A
2)	Robin Rai	U.D.C
3)	Aashis Rai	Accountant
4)	Rama Katel	Librarian
5)	Neelam Sharma	U.D.C
6)	RoshanMani Pradhan	Lab Asst
7)	Samir Tamang	U.D.C
8)	Rekha Bhandari	L.D.C
9)	Dawatsh Bhutia	Senior driver
10)	Dal Bdr Das	Senior driver
11)	Kalchen Bhutia	Peon
12)	Katok lepcha	Peon
13)	Tashi Sherpa	Peon
14)	Karma Lepcha	Peon
15)	Devi Maya Gurung	SafaiKarmachari
16)	Shova Rai	SafaiKarmachari
17)	Ram Iquabal Ram	SafaiKarmachari
18)	Neyati Pradhan	Account clerk
19)	Dawa tsh Lepcha	L.D.C (B.L.O)
20)	Sangita Rai	L.D.C
21)	Bina Limboo	L.D.C
22)	Rakesh Rai	Lab Attendant
23)	Sabina Chhetri	Lab Attendant
24)	Rojita Subba	Lab Attendant
25)	Harka Lachi Rai	Lab Attendant
26)	Suraj Gurung	Lab Attendant
27)	Mumtaz Rai	Lab Attendant
28)	Hema Gurung	Lab Attendant
29)	Sarala Limboo	Attendant
30)	Marin Subba	Attendant
31)	Lokesh Chhettri	Lab Instructor
32)	Sinha Manger	Lib.Attendant
33)	Milan Rai	Office Assistant
34)	Devika Tamang	Office Assistant
35)	Madan Kr Chhettri	Peon
36)	Pradeep Kr Rai	Peon

37)	Harka Bdr Chhettri	Gardner
38)	Jeet Man Rai	Night Guard
39)	Ram Rup Rai	Driver
40)	Meeraj Rai	Gate keeper
41)	Passang Bhutia	Computer Optr.
42)	Aruna Manger	Safai Karmachari
43)	Priyadarshini Gurung	Office Assistant
44)	ArunRai	L.D.C
45)	LakoTsh. Bhutia	Chowkidar
46)	Pratima Lakhandri	Office Assistant
47)	Sarmila Gurung	Office Assistant
48)	Regina Rai	Office Assistant
49)	Alina Darnal	Lab Attendant
50)	Kamala Chettri	Safai Karmachari

Namchi Government College

Namchi Government College (NGC) was set up on 18th August 1995 to cater to the needs of higher education in particularly students of South and West District but at present we have admitting students of all Districts in Sikkim and other parts of the country in general. It was started in a rented building in Namchi Bazaar in the initial stages and was shifted to present campus at Kamrang on 18th August 1995 co-educational institute and is affiliated to the Sikkim University which is a central university established by an act of parliament of India.

The NGC is located at Kamrang, which is about four kilometers away from Namchi, the District Head Quarter of South District. The college has spacious rooms and quiet environment most apt for teaching and learning process. The college has a mammoth structure in three storey's consisting of classrooms, office, library, laboratories, separate common rooms for boys and girls and a spacious multipurpose Auditorium. Construction work of staff quarters and separate hostels for boys and girls with an intake capacity of more than seventy two students in each is completed and it is expected that those will soon come into function to serve the need of students as well as faculty members. A sports complex with a playground is being developed in the campus. With its ample area of land, there is always a chance of expansion of the college infrastructure in the near future.

The medium of teaching is English and the college follows the Semester system under the guidelines of Sikkim University. The college offers Honors courses in Science, Humanities and Commerce. The discipline of Journalism and Mass Communication is one of the unique aspects of College in Sikkim. With the approval from higher authority NGC has started Post Graduate Course in Education, Commerce and Geography, which

are an extended course of Sikkim University.

The college also has an IGNOU (*Indira Gandhi National Open University*) study Centre (2404) within the campus facilitating a number of needy students with several undergraduate and post-graduate programmes besides those offered by the affiliating University.

The college also has a Career Counseling Cell formed as per the guidelines of the Department of Human Resource Development to guide and motivate the students for various courses of higher studies and to expose them to various job opportunities.

Master's Degree Programme

The following discipline has special eligibility criteria for admission as stated below-

Department	Programme	Total Intake	Minimum Eligibility/ Area of Specialization
Commerce	M.Com	15	B.Com. Hons. with 45 % marks or B.Com pass graduate with 56% marks
Geography	M.Sc	15	BA/BSc Hon's in Geography with 45 % marks from any recognized University
Education	MA	15	BA Hon's in Education / B.Ed with 50 % for General and 45 % marks for SC/ST/ OBC/DA

Note* Preference will be given to those who had HONS in U.G. in a specialized subject.**

SELECTION PROCESS

- a) **M.Com-** Admission based on merit list drawn from marks /CGPA obtained in qualifying examination / last examination passed of qualifying examination.
- b) **M.A./M.Sc. in Geography-** A merit list drawn from marks of Honours Paper obtained in qualifying examination / last examination passed of qualifying examination.
- c) **M.A. in Education-** A merit list drawn from marks of Honours Paper obtained in qualifying examination / last examination passed of qualifying examination.

CATEGORY WISE RESEERVATION ON INTAKE CAPACITY:

- a) The 85% of the intake capacity of all the Government Colleges will be reserved for Certificate of Identification or Sikkim Subject Holders.
- b) 10% of the Intake Capacity will be allotted to Residential Certificate Holders. Only the certificates issued in pursuance of Home Department Notification No: 23/Home/2015/ dated 15/05/2015 will be considered valid.
- c) 5% intake capacity will be allotted to wards of Regular State Government Employees (Non-local);Central Government Employees, Army Personal, CPMF transferred or working in Sikkim at the time of Admission of their wards, belonging to outside the state.

Note: If the seats in any of the category remain vacant it would be accordingly allotted to the candidate having Certificate of Identification, Sikkim Subject and Residential Certificate Holder. Further, if the seats are still vacant it would then be considered to Regular State Government Employees (Non-Local): Central Government Employees, Army Personal, CPMF transferred or working in Sikkim at the time of Admission of their wards on the basis of merit.

Admission Schedule

Particulars	Date
Link for Online Prospectus form will be available.	09/11/2020
Submission of Application form by candidates in College.	10/11/2020
Last date of Submission	20/11/2020

First Merit List will be declared	24/11/2020
Final Counselling for filing of vacant seats	26/11/2020 till 27/11/2020
Closure of Admission with final list	30/11/2020

Ordinance for Choice Based Credit System (CBCS) for 2 years Master's Degree.

Marks in %	Grade	Grade Point
90 and above	O	10
80-89.99	A+	9
70-79.99	A	8
60-69.99	A-	7
50-59.99	B+	6
40-49.00	B	5
30-39.99	B-	4
20-29.99	C+	3
10-19.99	C	2
0-9.99	C-	1

Applicants admitted in Post- Graduate Courses are required to acquaint themselves with CBCS by meeting their respective Head of Departments and on the Sikkim University website.

FEE PAYABLE BY A STUDENT FOR DIFFERENT DEGREES.

Department	Commerce	Geography	Education
Programme	M.Com	M.A /M.Sc	MA
Admission	1140	1140	570
Marksheet	228	228	228

Certificate	342	342	342
Examination	2280	2280	1140
Library	570	570	570
Identity Card	114	114	114
Alumini Fee	100	100	100
Registration	228	228	228
Tution fee for 1 st Semester	1140	684	684
Departmental Library	500	500	500
Total	6642	6186	4476

TUITION FEE TO BE PAID EVERY SEMESTER FROM 2nd SEMESTER ONWARD AT THE BEGINNING OF THE SEMESTER (In Rs.)

SL. No	Department	Programme	Tution fee
1	Commerce	M.Com	1140
2	Geography	MA/M.Sc	1140
3	Education	MA	684

Note -

*** Registration fee shall not be imposing for those students already registered in Sikkim University (Students passed U.G. from affiliated colleges & SU departments).**

**** Tuition fee for 1st semester to be paid at the time of admission along with other one-time fees.**

***** Students must deposit application form fee of Rs 500 and course fee in NGC**

Account no. :

BANK: STATE BANK OF INDIA

ACCOUNT HOLDER NAME: PRINCIPAL NAMCHI GOVT. COLLEGE

A/C NO-11220295082

IFSC CODE-SBIN0007516

BRANCH –NAMCHI

MICR CODE -737002516

EXAMINATION AND EVALUATION

As per the framework of Sikkim University, the Examination pattern comprises of 3 sessional tests and an end semester examination as mandatory components of the

evaluation exercise. Since, The University has introduced the CBCS from 2012 and is actively considering, in compliance with the UGC guidelines in the matter, to get the end-term examination scripts of core papers evaluated externally.

Accordingly, students admitted to the privileges of this university are required to go through the following evaluation pattern.

Subject/Paper wise Evaluation Pattern

Semester wise Evaluation Process. Each Semester paper has 4credits	Weightage
First Sessional Test	25 %; 1 credit
Second Sessional Test/ Practical Tests wherever applicable	25 %; 1 credit
Third Sessional Test	25 %; 1 credit
End Semester Examination	50 %; 2 credit
Attendance 75% minimum Audit Course in National Service	Mandatory
Total	100% 4 credits

Note-

****First Sessional Test will be a Theory Test. Second Sessional Test may either be a theory or a practical test. University departments will have three Sessional Tests out of which the best two are counted for computation of SGPA.**

ATTENDANCE REGULATION

As per the University Regulations, 75% of attendance of the total classes held in each. Subject/paper in a particular semester is a must. Not attaining this mark, a student will be debarred from sitting in the examination. In such case, a student has to repeat the entire examination for the subject in the next subsequent semester applicable.

LIBRARY

The college library is equipped with Text Books, Reference Materials, Magazines, Periodicals and Newspapers. The students are to possess membership cards in order to avail the facilities of the library. There is large and spacious reading arena for the students. Within the library, all students must maintain complete silence and discipline.

RULES & REGULATIONS

1. Reference books, periodicals, and newspapers are not borrowed out; hence the students have to study them at the library itself.
2. Books have to be refunded on or before the last date mentioned on the date-sheet.
3. A fine of Rs. 1/ per day shall be levied for delay in returning the books.
4. Books must be handled with care. Students must not write any remark on the pages or mutilate them.
5. Books should be returned on or before the last date mentioned in the date sheet. If a book is lost, it must be replaced by paying three times the original cost of the book.
6. Students must produce the identity card/ library card on demand by the Librarian for availing the services of the reference materials, question papers and syllabus etc.
7. Students have to return library books, library cards and identity cards and procure clearance. Certificate before every university examination.
8. If a Library card/Identity card is lost, duplicate card will be issued on request on a payment of a fine of Rs.50/.
9. No library book will be issued during the winter and the summer vacations. Students should submit the library books issued before the winter vacation for necessary stock verification.
10. Library Membership Cards and College Identity cards need to be renewed after successful completion of each semester.

EXTRA CURRICULAR ACTIVITIES

NATIONAL CADET CORPS (NCC)

The College has college besides NCC. This helps in promoting self confidence, character building and well disciplined career. Interested students may submit their application for enrolment in the prescribed form available with the Programme Officer, NCC.

NATIONAL SERVICE SCHEME (NSS) and RED RIBBON CLUB (RCC)

The college unit of the NSS looks forward for a healthy physical and psychological atmosphere. It is funded by the State Government as well as by the Central Government. Mass awareness programmes in various fields, Cleanliness Drive, Blood Donation Camp and many other social concerns are the main features of the NSS. Interested students may join their hands in nation building through the services of the NSS and promote their zeal

of constructive social works. The college under the supervision of NSS also functions the responsibilities of Red Ribbon Club (RCC), which organizes various awareness programmes about HIV/AIDS and Sexually Transmitted Diseases and Blood Donation Camps.

GAMES AND SPORTS

Games and Sports are the inevitable parts of a student's life. Realizing this, the college pays utmost heed to this sector in many ways. The Department of Physical Education of the college looks after the activities in this arena. Besides organizing the annual Sports Meet, the college also organizes various sporting activities from time to time. The sole aim of all these is to cultivate the trend of competition, physical proficiency and brotherhood amongst the students and to give them a chance to mingle with the universal platform. Eminent students of this field are also felicitated.

The college has separate Common Rooms for Boys and Girls with facilities like Table-Tennis, Carom Board, and Chess etc. Besides, the college also conducts other outdoor games like Volley Ball and Badminton. Presently, the college playground is under construction and it is expected to come into function by this semester.

LITERARY AND CULTURAL ACTIVITIES

Literary and Cultural Activities are also promoted and encouraged by the college. Programmes like Debate, Quiz, Extempore Speech, Elocution, Essay Writing, Seminars are held from time to time in the college. Cultural Programmes like Dance, Songs and enactment of Plays are also organized to feature in various occasions. The college auditorium is best used in these programmes. The college also publishes its annual magazine which provides ample opportunities to the students for an exposure of their talents.

SCHOLARSHIP SCHEME: Scholarship to the needy and authenticated students as permissible under the norms of the State and The Central Government will be offered and notifications in this regard will be given from time to time. This includes the scholarships given to the students of SC, ST, OBC, MBC and BPL categories.

GENDER SENSITISATION UNIT

Gender Sensitisation Unit (GSU) at college level has been constituted from May 2011 under the Sikkim University Policy against Sexual Harassment and in accordance with the guidelines laid down by the Honorable Supreme Court of India, in its ruling on the Writ Petition (Criminal) Visakha and others versus the State of Rajasthan and others [JT 1997(7) SC 384] on the prevention and deterrence of sexual harassment of women at the work place. The prior objective of the GSU is to provide an environment for work and

study free from sexual harassment, intimidation, discrimination or exploitation. The students who face any problem of this kind will always be looked after and safeguarded by the college Gender Sensitisation Unit (GSU).

IGNOU

The College has a full-fledged study centre of the *Indira Gandhi National Open University* (IGNOU). It offers various Bachelor's and Master's Degree, Diploma and Certificate programmes through Distance mode to the needy students who could not pursue the study on a regular basis. The centre bears the code-2404.

CAREER COUNSELLING CELL

The college has formed a Career Counselling Cell as per the instructions of the Human Resource Development Department, Government of Sikkim. This cell aims at guiding and motivating the students for various courses of higher studies. It also counsels the students about the various job opportunities on local, national and international levels which they might get benefitted with. Conductance of Campus Recruitment Interviews is also an aim of the Cell. Organizing various influential talk and guidance session, it aims at the complete exposure of the students. The Career Counselling Cell, Namchi Government College in collaboration with South District Administration has started organizing campus placement programme in the college with various industrial firms in Sikkim from 2016.

LEGAL ADVISORY CLUB

The college has formed a legal advisory club to facilitate the students with various issues related to legal aspects. It orients the students towards various legal suggestions through awareness and counseling sessions in coordination with the district legal authorities.

LITERARY SOCIETY

The college has a literary society which focuses on organising various literary activities within the college on a multilingual basis. It aims at conducting monthly literary activities for promoting talents and exploring hidden potentials amongst the students.

Besides, the college also has the following committees to cater to the needs of the students as well as the staff.

□ □ **COLLEGE MANAGEMENT COMMITTEE**

□ □ **PROJECT MONITORING UNIT (UNDER RUSA)**

□ □ **ANTI RAGGING COMMITTEE**

□□ **GRIEVANCE REDRESSAL CELL**

□□ **JOURNAL PUBLICATION COMMITTEE**

□□ **NATURE CLUB**

□□ **INTERNAL COMPLAINT COMMITTEE**

TRANSPORT AND COMMUNICATION

The college has its own two buses for the transportation of the students as well as the staff members from Namchi Bazar to the College and vice versa. Students may avail this opportunity by paying the bus fare per trip as prescribed by the college authority. The time schedule of the plying of the bus is notified from time to time.

LITERARY ACTIVITIES INVOLVING ALL THE DEPARTMENTS TO BE CONDUCTED EVERY MONTH AND NOTICE REGARDING THIS WILL BE SERVED FROM TIME TO TIME.

Important committees of Namchi Government College

College Management Committee:-

Principal: Dr Parsuram Paudyal

Vice Principal: Dr. Tanka Prasad Dungal

Dean: Mrs. Tshering C.Bhutia

Members:

1. Mr. Deepak Tiwari

2. Mr. Royal Rai

3. Mrs. Laxmi Rai

4. Ms. Bindhya Rai

5. Dr. Saurav Kafley

6. Dr. Tsewang G. Bhutia

7. Dr. Kamal Poudyal

8. Mr. Sanjaya Kr Subba

Internal Quality Assurance Cell (IQAC):

1. Dr. Kamal Poudyal (Coordinator)
2. Mr. Deepak Tewari
3. Dr. Diki Bhutia
4. Dr. Bishnu Sharma
5. Ms. Yangchen Bhutia
6. Mr. Deepand Subba

Project Monitoring Unit (PMU&RUSA)

1. Principal: Dr Parsuram Paudyal
2. Vice-Principal: Dr. Tanka Prasad Dungal
3. Dean (SA): Mrs. Tshering C. Bhutia
4. Dr Saurav Kafley (RUSA Co-ordinator)
5. Mr. Deepak Tewari
6. Dr. Kamal Poudyal
7. Mr. Royal Rai
8. Dr. Tsewang Gyatso Bhutia
9. Junior Accountant: Aashis Rai
10. Ms. Ananta Rai

Career Counselling

Co-ordinator: Mrs. Cherrila Bhutia

1. Mr. Dewan Rai
2. Mr. John Bhutia
3. Dr. Chewang D. Bhutia

Entrepreneurship Cells:

Co-ordinator:Dr. Sabita Sapkota

Co-ordinator:Ms.Shanti Tamang

College Research Cell:

Co-ordinato:Dr. Pazo D. Pano

1. Dr. Pankaj Kr. Das
2. Mr. Shiva Kr. Nepal
3. Dr. C.P Khatiwada
4. Dr. Kamal Paudyal
5. Dr. Diki Bhutia
6. Dr. Gracy Maria Subba

Anti Ragging Cell:

Co-ordiantor: Ms. Diki O. Lepcha

1. Mr Tshering W. Bhutia
2. Mr. Sabat Rai
3. Ms Uden Bhutia

Discipline Committee:

Co-ordinator: Mrs. Tshering Choden Bhutia

1. Mrs Laxmi Rai
2. Mr Sanjay Kr. Subba
3. Mr Biswas Hang Subba
4. Mr Jonah Rai
5. Mrs. Sushmita Gurung
6. Ms. Kimla Bhutia

Literary Cell:

Co-ordinator: Mr Deepak Tiwari

1. Mrs Laxmi Rai
2. Dr Tsewang Bhutia
3. Mrs Lhadum Lepcha

Gender Sensitization Unit:

Co-ordinator: Mrs Laxmi Rai

1. Ms Sweta Tiwari
2. Dr Yasoda Pradhan
3. Mr Tshering Bhutia
4. Ms Tshering C. lachungpa
5. Ms Yangchen Bhutia

Red Ribbon Club:

Modal Officer: Dr Diki Bhutia

1. Ms Maheswari Kharga

Legal Literacy club:

1. Ms Maheswari Kharga
2. Mr Saran Chettri
3. Dr Pankaj kr Das
4. Ms Jacinta Sharma

RULES AND REGULATIONS OF THE COLLEGE

For smooth and effective function of the College, students shall abide by the following rules and regulations without fail. Actions will strictly be taken for any discrepancy observed.

- A) Students will follow and observe the College culture, tradition, rules and regulations.
- B) Students will carry out all orders of the Principal and the members of the Staff. They shall be directly answerable to the Principal for their behavior in general and their conduct in the premises in particular.
- C) Students shall behave politely with the Principal and the staff of the college. They will also behave cordially with the fellow students.
- D) Any act of disobedience, improper conduct or indecent remarks, writing of posters will be viewed very seriously and measures may be resorted to, in order to deter such behavior.
- E) Students shall ensure that they use classrooms, common rooms, furniture, laboratory, library books and all other college properties with utmost care.
- F) The cost of any damage done will be recoverable from students either individually or collectively as the case may be.
- G) Students are expected to acquaint themselves with the information displayed on the notice boards from time to time.
- H) Change in local or permanent address of a student should be immediately intimated to the college office in writing.
- I) No money shall be collected for any purpose what so ever without an authenticated and prior permission of the Principal.
- J) Students will not hold any meeting or gathering without the prior approval of the Principal.
- K) Smoking, gambling, use of substance abuse and drugs, ragging and eve-teasing are strictly prohibited and punishable under the governing norms.
- L) All Students should have functional email ID (mandatorily)

CO-ORDINATORS AND CONVENORS OF CENTRES IN NGC

Internal Quality Assessment Cell(IQAC)
Co-ordinator, IGNOU
Convenor, Gender Sensitization Unit
Programme Officer,NSS
ANO NCC (Girls)

NCC(Boys)
Convenor, Literary Society
Convenor, Career Counselling Cell
SWAYAM

Dr. Kamal Poudyal
MrDilli Ram Sharma
Mrs Laxmi Rai
Dr Kamal Poudyal
Dr. SabitaSapkota&Ms,
MalavikaRai
Dr.Bikash Sharma,
Mr Deepak Tiwari
Ms. Cherrila Bhutia
Dr. Saurav Kafley

Documents to be submitted with application form:

1. Self Attested twophotocopies oflisted below-

a) Graduation Marksheet& Certificate.

b) Class XII Mark sheet & Certificate.

c) Class X Marksheet& Certificate.

d) A valid photo ID (PAN Card, Voter's ID Card, ADDHAR Card, Passport, Driving License).

e) Application Fee Reciept.

f) Physically Challenged Certificate issued by Welfare Department if applicable.

f) Passport Size Photo (Two Copies)

g) Undertaking Forms to be dully signed and submit.

d) Caste Certificate (SC/ST/OBC/MBC)

e) Sikkim Subject /Domicile/ Other relevant documents

f) Residential Certificate if falls under RC Category. Certificate must be issued as per Government of Sikkim.

Note:

1.Originals of all the testimonials have to be produced at the time of admission for verification.

2.Presence of Parent or Guardian is mandatory at the time of Admission.

