



**INSTITUTIONAL RE-ACCREDITATION
OF
JIGME NAMGYAL ENGINEERING COLLEGE**

DEWATHANG, SAMDRUP JONGKHAR

ASSESSORS' REPORT

5 - 9 December 2023

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Section A: General Information on the University

Name	The Royal University of Bhutan
Establishment Year	2003. For details, please visit: https://www.rub.edu.bt/index.php/en/the-university/the-university.html
Legal basis	Royal Charter and Statutes signed on 18th April, 2003 by His Majesty The Fourth Druk Gyalpo. For details, please visit: https://www.rub.edu.bt/images/rub/staff/Rules-And-Regulations/RUB-GM.pdf
Official launch	Royal Charter signed on 18 April 2003, official launch on 2nd June 2003
Number of Faculty and Affiliated Institutions	RUB has 9 constituent colleges and 2 private affiliated colleges
Vision	An internationally recognized university steeped in GNH values
Mission	<ul style="list-style-type: none"> • To provide programmes of study at tertiary education level, of relevance and good quality which will fulfil the needs of the country for an educated, skilled and humane population; • To promote and conduct research to contribute to the creation of knowledge of relevance to Bhutan, and • To provide training and professional services for the enhancement of knowledge, capacity building and community development.
Governance Structure	The university is headed by the Vice Chancellor who is assisted by the Registry Office, the Department of Academic Affairs and Research, and the Department of Planning and Resources. Page 2 of RUB Governance Manual has the broad Architecture of the University (https://www.rub.edu.bt/wp-content/uploads/2022/06/Good-Governance-Manual.pdf)

University Important Documents	<ul style="list-style-type: none"> ● The Royal Charter of the RUB ● Statutes of the RUB ● Governance Manual ● The Wheel of Academic Law ● Strategic Plan ● Student Service Management Policy and Guidelines ● Annual Reports ● Annual Statistics ● Space Norms 2020 ● RUBHRRR 2017
HR strength of the University	<ul style="list-style-type: none"> ● Office of the Vice Chancellor: 36 ● Administrative & Technical Staff: 411 ● Academic Staff: 518 (including 46 on long terms studies) ● Total HR strength: 966
University Strategic Core Areas	<ul style="list-style-type: none"> ● Quality and relevance of programmes ● Research, innovation and scholarship ● GNH-inspired environment ● Innovation and entrepreneurship ● Life-long learning ● Revenue streams
Future Plans	<ul style="list-style-type: none"> ● Enhancement of quality and relevance of programmes ● Research, innovation and scholarship ● Promotion of GNH-inspired environment ● Innovation and entrepreneurship ● Life-long learning ● Diversification of revenue streams

Section B: Assessors' Main Report

Part 1: General information	
1.1 Name and Address of the institution	Jigme Namgyel Engineering College (JNEC), Dewathang, Samdrup Jongkhar, Bhutan
1.2 Year of establishment	22 February 1974
1.3 Current academic activities at the institution (<i>Number</i>)	
<ul style="list-style-type: none"> • Faculties /Schools 	-
<ul style="list-style-type: none"> • Departments/Centres 	6 Departments: <ul style="list-style-type: none"> • Civil Engineering and Surveying • Electrical Engineering • Electronics & Communication Engineering • Mechanical Engineering • Information Technology • Humanities & Management
<ul style="list-style-type: none"> • Programmes/Courses offered 	11 Programmes on offer (3 at UG level and 8 at Diploma level) <ol style="list-style-type: none"> 1. Diploma in Materials and Procurement Management 2. Diploma in Surveying 3. Diploma in Electronics and Communication Engineering 4. Diploma in Computer System and Network 5. Diploma in Mechanical Engineering 6. Diploma in Electrical Engineering 7. Diploma in Civil Engineering

	<p>8. Diploma in Construction Supervision</p> <p>9. Bachelor of Engineering in Surveying & Geo-informatics</p> <p>10. Bachelor of Engineering in Mechanical Engineering</p> <p>11. Bachelor of Engineering in Power Engineering</p> <p>Note: No new admissions into UG programmes were taken in 2023 based on the instruction from the OVC, RUB.</p>
<ul style="list-style-type: none"> • Regular faculty members 	44 (Male: 37 , Female: 07)
<ul style="list-style-type: none"> • Contract faculty members 	11 (Male: 08, Female: 03)
<ul style="list-style-type: none"> • Visiting /Adjunct faculties 	09 (Male: 06, Female: 03)
<ul style="list-style-type: none"> • Total faculties 	64 (Male: 51 Female: 13) Male -79.70%, Female-20.30%)
<p>1.4 Three major features in the institutional context <i>(As perceived by the assessors)</i></p>	<ol style="list-style-type: none"> 1. The College has demonstrated a commendable commitment to progress and advancement through the initiation of a notable number of new programmes at both the Diploma and Undergraduate (UG) levels in recent years. 2. The management team and the faculty members of the college are deeply committed to the institution's development, harbouring a profound sense of belonging and pride. However, there is a notable apprehension regarding the current lack of clarity from authorities regarding the future strategic direction of the college. Clarification on this matter is eagerly awaited to guide the institution's further development. 3. The college has actively responded to recommendations from the last accreditation exercise carried out in November 2017 and has addressed all the issues within its control.

1.5 Date of visit	5 - 9 December 2023
1.6 Composition of the assessors	<ol style="list-style-type: none"> 1. Dr. Tshering Cigay Dorji 2. Mr. Thinley Wangdi 3. Mr. Tek Nath Kararia
Chairperson	Dr. Tshering Cigay Dorji
Other member	<p>Mr. Thinley Wangdi</p> <p>Mr. Tek Nath Kararia (Member Secretary)</p>

<i>HEQC Officials</i>	<ol style="list-style-type: none"> 1. Mr. N B Raika 2. Mr. Sherab Jatsho 3. Mr. Kuenzang Dorji
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Part 2: Key Aspects-wise analysis	<p>Observations (<i>Strengths and/or Weaknesses on Key Aspects</i>)</p> <p><i>Note: Please limit to three major ones for each; use telegraphic language; it is not necessary to have all three each time - write only relevant ones</i></p>
2.1 Governance, Leadership, and Management	
2.1.1 Vision, Mission, and Objectives	<ul style="list-style-type: none"> ● The college has a clearly stated vision and mission which are given on the college website as well as in important documents. ● The vision, mission and objectives are aligned with the university goals and national aspirations including Gross National Happiness, the Royal Charter and Statutes. ● GNH values are given due importance by the college.
2.1.2 Organisational structure and management	<ul style="list-style-type: none"> ● As a constituent college, JNEC's governance structure is based on the policies and regulations of the Royal University of Bhutan. ● There is proper organisational structure along with the organogram highlighting each position.

	<ul style="list-style-type: none"> ● The college is headed by the President and he is assisted by three deans, an administrative officer, a finance officer an Estate Manager and ICT Officer reporting directly to him. ● New staff orientation is a good initiative. ● Staff exchange mobility and research networks are well established and a good initiative. ● The ToR or job responsibilities were well defined for each position. ● Any major decision is initiated by relevant committees and approved by the College Academic Committee for issues related to academic, and all other issues by the College Management Committee.
2.1.3 Accountability and transparency	<ul style="list-style-type: none"> ● Accountability is a core value of the institute. ● There are clear lines of reporting and accountability for each position. ● The final decision of the college is made in the College Management Committee (CMC) while ideas often originate in other committees. ● There is a properly established feedback system online as well as offline, and college forums besides external auditing by Royal Audit Authority. ● The college is also subject to financial statements audit in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities (IFRS for SMEs) 2015, issued by the International Accounting Standards Board (IASB) and adopted by the Accounting and Auditing Standards Board of Bhutan (AASBB). ● Recruitment of employees is based on the rules of RUB and the college. ● The college strives to renovate, maintain, expand and develop the infrastructure and space within the Campus to meet the evolving needs and demands.

	<ul style="list-style-type: none"> • It is observed substantial work has been carried out in the campus at the minimum cost where students of each department are able to take the opportunities to hone their hands-on skills to apply it in real-world scenarios. • The number of new infrastructure projects such as the construction of the new Mechanical Engineering building, new lecture theatre and others are carried out to meet the infrastructure requirements. The responsibilities for the execution of projects are shared by the college (Estate Manager), a project engineer hired solely for the purpose, with technical support and budget approval from RUB. Although a College project management team (PMT) comprising of president, deans, estate manager, structural engineer, site engineer, administrative officer and finance officer is responsible to oversee all construction activities including renovation and maintenance, a strong technical team/focal office focused on the project could ensure better quality infrastructure.
2.1.4 Leadership and academic autonomy	<ul style="list-style-type: none"> • Through the Executive Order issued by the then Prime Minister of Bhutan vide Letter No. C-2/1157 dated 29th March, 2010, the Royal University of Bhutan along with its constituent colleges have been granted HR and Financial Autonomy. • The college has been provided the flexibility to frame its own internal HR plans and policies, including recruitment of staff under position level 8 and below among others. • The college management adheres to an open and inclusive management approach. • The college enjoys adequate financial autonomy within the available budget, while the approval of new programmes have to go through the RUB as per the Wheel of Academic Law.
2.1.5 Strategic development, planning, and implementation	<ul style="list-style-type: none"> • The college has a Strategic Plan, but it could be improved further with clearer goals and targets with deadlines spread over different years. • Apart from the Royal Government Funding, the college consistently explores funding from other sources.

	<ul style="list-style-type: none"> • In the last five years, the college has managed to generate Nu. 35 million out of which Nu. 10 million has been invested in T-bank bonds and Nu. 25 million as fixed deposit in BDBL. • in the current fiscal year, the college has received Nu 6.9 million from external projects as of October 2023. It is forecasted that the college will receive more than 20 million through external projects by the end of the current fiscal year. • JNEC is the only college under RUB that has managed to mobilise more than Nu. 2 million from the alumni. • All developmental plans indicated in the Strategic Plan are implemented on an annual basis and the monitoring is done twice a year between the head of the College and the Vice Chancellor through Annual Performance Agreement (APA). • The college secured Outstanding APA rating (94.42%) for the annual performance in achieving the planned activities.
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2.2 Curriculum Design and Review

<p>2.2.1 Curriculum design and development</p>	<ul style="list-style-type: none"> • The college adheres to various guiding policy documents for programme development, including the Wheel of Academic Law (WAL) of the RUB, strategic plans and the Five-Year Development Plan of the Government. • During the programme development phase, the College's programme Committee (PC) conducts feasibility studies and submit programme proposal to the college academic committee (CAC). • CAC reviews the proposal and if found feasible forwards it to the University's Academic Planning and Resource Committee (APRC) for further review and approval. • Once approved by the APRC, the PC develops full program, including module descriptors, by seeking input from relevant stakeholders. The full programme document is then submitted to CAC for further review and comments. Once, the CAC approves
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	<p>the programme document, it is submitted to the University's Programme Quality Committee (PQC) for approval.</p> <ul style="list-style-type: none"> • Once the approved by PQC, it sends validation team to the college to review and verify readiness to launch the programme. • The revised programme document as an outcome of the review is called the definitive programme document (DPD). The DPD is then used for implementing the programme and will form the basis for future changes to the programme. • The College strives to seek inputs from a network of prominent industries and various stakeholders to gain greater insights in curriculum design and development. • Programme approval process is well established but can be quite lengthy at times.
2.2.2 Curriculum evaluation and review	<ul style="list-style-type: none"> • Program reviews are conducted during the fourth year for Diploma programmes and the fifth year for bachelor's degree programs. • External examiners, who are mostly industry experts, contribute valuable feedback regarding curriculum content and delivery methods. • Program review goes through vigorous processes at various levels before it is endorsed as a Definitive Programme Document (DPD). • Mandatory conduct of review of programs within four/five years of implementation. • Although there is provision of minor reviews which can be approved by CAC as per the WAL, the college should be ever vigilant and ensure that the curriculum responds to the fast changing development needs and emerging trends.
2.2.3 Academic flexibility and programme diversification	<ul style="list-style-type: none"> • Prospective students residing anywhere within the country with internet access can register online via the unified admission platform under RUB. • Even after enrolment, students have the option to change the programme if there are vacant slots and also meet the eligibility criteria.

	<ul style="list-style-type: none"> ● Credit transfer mechanism for exchange study programme with BUT and WUST in Poland appreciable. The facilitation of changing colleges with the credit transfer within RUB colleges is being tried too. ● Elective modules are offered to students wherever possible.
2.3 Teaching, Learning, and Assessment	
2.3.1 Teaching learning process	<ul style="list-style-type: none"> ● The planning of teaching and learning activities adheres to the teaching, learning, and assessment approach detailed in the module descriptor and the outlines of 'Definitive Programme Document (DPD)'. ● In the beginning of each semester, every module tutor creates a module block plan which is then submitted to the Head of the Department or Programme Leader for approval. ● Students are informed about the teaching and learning plan for each module within the first week of the semester. All the module tutors implement the module teaching plan as per the module block plans. ● The college places highest emphasis on facilitating effective teaching and learning processes through the integration of Information and Communication Technology (ICT). ● Emphasis is placed on promoting research-based and student-centred teaching approaches through problem-solving, critical thinking, and reflective thinking.
2.3.2 Assessment process	<ul style="list-style-type: none"> ● RUB's Wheel of Academic Law (WAL) serves as the guiding document for both formative and summative assessment. ● The college employs two distinct assessment methodologies: Continuous Assessment (CA) and Semester End Examination (SEE) with a pass percentage of 40% in CA and SEE, and 50% overall to pass a module as per WAL. ● Assessment is carried out as per the module descriptor and all continuous assessment marks are entered in the RUB IMS and standard mark sheet circulated by exam cell. ● The semester end examination question papers are set in two sets with complete answers and marking schemes. Both sets of question

	<p>papers are moderated by a relevant moderation panel appointed by the programme leader. The ESRO/DAA selects one of these sets for the semester end examination and the other sets is left for the re-assessment examination.</p> <ul style="list-style-type: none"> • The usage of VLE Moodle is common in terms of conducting tests, quizzes, individual and group works.
<p>2.3.3 Student engagement</p>	<ul style="list-style-type: none"> • Students engage in learning through various activities such as assignment, phase test, Semester End Exam, group works, case studies, presentation, field trips, debates, simulations and others. • Students provide feedback to faculty members and academics each semester. • Feedback responses are reviewed and discussed in various forums, including: <ul style="list-style-type: none"> • Programme Committee • Programme Board of Examiners • CAC (College Academic Committee) • College Management Committee meetings • The college also collects peer feedback from other tutors. • The summary of feedback is accessible to: <ul style="list-style-type: none"> • The individual • Head of Department (HoD) • Dean of Academic Affairs (DAA) • The feedback is discussed in person by these stakeholders. • The SEE examination marks, along with the CA marks, are made public on the college notice boards and individual students can also access through IMS. Making an individual's marks public may infringe on the privacy of an individual.

<p>2.3.4 Teaching-learning materials</p>	<ul style="list-style-type: none"> • Internet facilities are provided to students residing on campus and in common learning areas. • Each department building has at least one Wireless Access Point with a captive portal for user authentication. • The college has a well-furnished library with a seating capacity of 190. • E-learning resources, open educational resources, and digital libraries/databases (such as EBSCO, DOAJ, ARDI, Open Access Library, Taylor and Francis Online, JSTOR) are accessible from the JNEC web, supporting teaching and learning. • All departments have their own computing labs. • Departments generally have relevant lab equipment to conduct practical experiments.
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<p>2.4 Human Resources and Services</p>	
<p>2.4.1 Human resource management system</p>	<ul style="list-style-type: none"> • Faculty recruitment is centralised through the Office of the Vice Chancellor. • The College identifies the need for faculty based on the annual HR plan and submits requisitions to the OVC. • The college provides detailed job descriptions and specifications for the required positions. • The OVC announces faculty vacancies twice a year, in July and January. • Shortlisting of applicants is carried out jointly by the OVC and the College. • Shortlisted candidates undergo interviews and are selected for positions. • Regarding the employee appraisal system, the Individual Work Plan (IWP) is used to assess an employee's contribution and identify areas for improvement.

	<ul style="list-style-type: none"> • The recruitment process of faculty members may be too slow to get timely replacements for critical positions in the face of increasing trends in attrition currently in Bhutan.
2.4.2 Quality human resource	<ul style="list-style-type: none"> • Total of 64 faculty members with diverse backgrounds and qualification from Diploma to Masters level and 66 non-teaching staff of various backgrounds and qualifications. • Faculty student ratio is maintained well below 16. It would be important to ensure that the faculty members are efficiently engaged. • Feedback from students shows that the faculty members are generally competent enough to fulfil their roles.
2.4.3 Human resource development	<ul style="list-style-type: none"> • According to university norms, the college is required to allocate 3% of the total annual budget for Human Resource Development (HRD). This allocation is mandatory for all colleges and must be utilised. • The HRD budget is specifically intended for short-term and long-term training purposes. • The allocated budget typically ranges from approximately Nu 2.4M to 3M. • For the fiscal year 2023-2024, the college has earmarked Nu 3.5M for HRD. • There is transparent and effective implementation of the HR master plan at the college. • The college employs various strategies to continuously enhance the capacity of faculty members. • The college generally conducts many relevant training or technical capacity building for the benefit of faculty members. • The college also employs various means to continuously develop the skills and capacities of non-teaching staff.

2.4.4 Service conditions	<p>The following measures are in place to attract and retain quality faculty:</p> <ul style="list-style-type: none"> • Teaching Allowance, which ranges from 55% to 75%. • Opportunities to attend meetings, workshops, and seminars • Opportunities for mobility, exchange programs, and teaching assignments abroad • Fast-track meritorious promotion system • National level awards are offered to recognize exceptional faculty members. <p>On the other hand, faculty members feel discouraged by the criteria for promotion which are not easy to meet.</p>
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2.5 Research, Publications, and Linkages	
2.5.1 Research culture	<ul style="list-style-type: none"> • JNEC Research Policy (JNECRP2021): <ul style="list-style-type: none"> • This policy outlines research funding opportunities for staff and students within the college. • It provides funding support for conference attendance and the publication of research works. • College Annual Research Grant (CARG): <ul style="list-style-type: none"> • 2% of the annual institutional budget is reserved for research and development. • CARG provides additional research fund to the staff besides Annual University Research Grant (AURG) and Research Endowment Fund (REF). • Basic Research Methodologies in Bachelor Programmes teaches students basic research skills and introduces them to research tools.
2.5.2 Research and publication	<ul style="list-style-type: none"> • The college promotes research among its staff and students by providing funding for conference attendance, seminars, and paper publication.

	<ul style="list-style-type: none"> • The college has created the following platforms for the academics and students for the publication of their research works: <ul style="list-style-type: none"> • http://trst.jnec.edu • https://journal.jnec.edu.bt • The college has three centres that promote research and innovation - CAT, CLEES, and JNEC Entrepreneurship and Innovation Centre.
2.5.3 Consultancy and extension services	<ul style="list-style-type: none"> • The college offers consultancy services, particularly in construction materials testing, unique in the eastern region. • Services include testing on cement, concrete, soil, coarse aggregates, fine aggregates, building bricks, bitumen, and public health engineering. • Net revenue from consultancy services for 2020-2023: Nu. 986,635.00, with Nu. 571,137.00 earned in FY 2022-2023. • In June 2022, Department of Civil Engineering and Surveying led a feasibility study, design, and estimation of a gravity water source for Samdrup Jongkhar Thromde for Nu. 9,78,000. • Hiring/Renting services are also provided by the college following the college's General Procedure for Hiring/Renting JNEC Services. <p>Incentives for motivating staff for consultancy:</p> <ul style="list-style-type: none"> • Staff involved in material testing and report writing are given 55% of the total charge, which is divided among the staff who are involved. • The remaining 45% is retained by the college to maintain testing equipment. • For other consultancy works, 20% of the total value of the consultancy/research is retained by the college. • The balance budget is used for carrying out the consultancy.

2.5.4 Collaborations & linkages	<ul style="list-style-type: none"> • Active collaboration, partnerships, and linkages are maintained with 19 international and national agencies. • In the region, India accepts JNEC's diploma for enrolment in related degrees. • Edith Cowan University in Australia recognizes prior learning from JNEC, allowing JNEC graduates to complete a Bachelor's degree in three years instead of four. • In the last three years, JNEC has sent 65 staff on exchange to various universities outside Bhutan and received 39 staff from partner universities for various assignments. • The college has also sent 52 students on exchange and hosted 16 international students from various universities. • The college pursues internationalisation through the implementation of Erasmus+ KA171 - International Credit Mobility and Erasmus+ KA210 - Capacity Building for Higher Education Institutes projects with renowned European universities. • JNEC's internationalisation efforts extend to Japanese higher education through the implementation of the Sakura Science Exchange programme with SHOWA Women's University, supported by the Government of Japan.
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2.6 Infrastructure and Learning Resources	
2.6.1 Academic infrastructure	<ul style="list-style-type: none"> • The college consults policy documents from the All India Council of Technical Education (AICTE) to assess infrastructure needs for both existing and new programs. • The college has sufficient infrastructure to support academic and recreational needs on campus. • A new Mechanical Engineering building was completed in June 2023, funded by the Government of India (GOI) at a cost of 94.8 million ngultrum. It features fully furnished offices, classrooms, and laboratories.

	<ul style="list-style-type: none"> • JNEC has developed additional facilities beyond basic requirements, such as The Hex House, Footpath Shed, Canopies, Jamyang Phodrang and Gate Management System. • Since most of the buildings were built a long time ago, they are not disabled-friendly, and some are in need of renovation and maintenance. • The college's ongoing efforts to improve and expand its infrastructure are crucial for meeting the changing demands and requirements of the campus, but it is equally important to ensure that these investments are maximised by utilising the structures according to the intended purposes and future plans outlined in the annual, strategic, and policy reviews.
2.6.2 Residential infrastructure	<ul style="list-style-type: none"> • JNEC provides campus accommodation to 100% of the students and more than 90% of faculty and staff facilitating academic interactions and allowing for remedial and makeup classes. • Faculty and staff quarters are available to accommodate 83 families. • The college has a total of 18 student hostels, comprising 11 boarding hostels and 6 self-catering hostels, with a combined capacity of 804 students. • There are two guest houses: one with a capacity of 20 people and another with a capacity of 5 people. • Around 70% of the hostels have WiFi access through hostel Access Points. • Some hostels, especially those with self-catering facilities, are in need of better maintenance and cleanliness.
2.6.3 Recreational and other facilities	<ul style="list-style-type: none"> • JNEC provides a range of facilities and services to enhance the overall experience of students and staff. • Various sports, games, cultural, and extracurricular activities are organised throughout the academic year.
2.6.4 Library services	<ul style="list-style-type: none"> • JNEC's library has a total seating capacity of 200 to 300 users across its three floors.

	<ul style="list-style-type: none"> • The library holds a collection of 16,431 books with 3,975 titles. • On average, about 653 books are added to the library's collection over the last three years, including foreign-authored books. • The library is equipped with an Integrated Library Management System (KOHA), allowing users to access the library catalogue, renew books, and hold/reserve books online. • The Online Access Catalogue (OPAC) provides a centralised online catalogue for users to efficiently search the library's collection. • Some significant initiatives in the past three years include increased WiFi bandwidth, the addition of study tables and sofas, the introduction of mind games accessories in the library, and improved library signage. • The library offers access to digital library/databases such as EBSCO, DOAJ, ARDI, Open Access Library, Taylor and Francis Online, and JSTOR.
2.6.5 Safety and maintenance of physical infrastructure	<ul style="list-style-type: none"> • JNEC has a Disaster Management and Contingency Plan in place to ensure the safety of staff, students, and property in case of disasters. • The college has an Estate and Maintenance Section, responsible for infrastructure maintenance, following the RUB Maintenance Policy. • The college conducts regular tree planting and has planted bamboo, mango and lemon saplings. • A one-tonne per day capacity biogas plant is installed to manage kitchen waste and reduce waste.
2.6.6 ICT services	<ul style="list-style-type: none"> • Lifelong learning opportunities are encouraged for staff and students, with access to, edX, Udemu for online courses. • The college has an internet bandwidth of 130 Mbps, but it recommended that it be increased from the next academic year as mentioned in the ISAR.

	<ul style="list-style-type: none"> • E-Learning is facilitated through Moodle, a virtual learning environment (VLE), and Zoom integration is used for video conferencing. • The college provides official email accounts powered by Google Suite. • Online Journal System (OJS) is used for journal publishing and management. • Online databases such as EBSCO, Research4Life, ARDI, and JSTOR are available to students. • The college maintains an up-to-date website and uses an Information Management System (IMS) for managing records of staff and students. • The IT Service Unit (ITSU) offers IT-related support services to staff and students, including the administration of Moodle and other systems.
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2.7 Student Services	
2.7.1 Admission process and student record	<ul style="list-style-type: none"> • The admission process at JNEC is centrally coordinated by the Office of the Vice Chancellor (OVC) through the University Admission Committee (UAC), with prospective applicants applying online through a central selection system. • JNEC does not conduct admission tests for regular students, as it is administered by the central selection system, but entrance tests are conducted for in-service students. • International applicants may be admitted as full-time or associate students. • The JNEC Student Welfare Fund (SWF) has been introduced to provide various student services.
2.7.2 Student progression	<ul style="list-style-type: none"> • The college has consistently maintained an overall pass percentage of over 90% in the last few years, with specific pass criteria for modules and attendance requirements.

	<ul style="list-style-type: none"> • Each programme designates a student advisor to provide personalised guidance to students at risk of failing or dropping out. • The college has introduced a practice of granting Certificates of Recognition to the academic year's highest achievers.
2.7.3 Student engagement activities	<ul style="list-style-type: none"> • The college actively participates/organises sports events and has won awards in regional, and university wide tournaments. • The college allocates a separate budget for student facilities and services, including sports and sporting activities. • The college promotes entrepreneurial knowledge and skills among students to create employment opportunities.
2.7.4 Student support systems	<ul style="list-style-type: none"> • The college provides two categories of accommodation: centrally catered hostels and self-catering hostels. Internal auditing of the mess is conducted. • Student leaders coordinate and organise literary and club activities with the support of faculty advisors. • A student handbook is printed and issued to new students every year. • A value education programme is organised for new cohort students, covering various topics such as health awareness, Bhutanese culture, yoga, and Sustainable Development Goals (SDGs). • Satisfaction surveys from students are collected on a yearly basis.
2.7.5 Special needs and Inclusive services	<ul style="list-style-type: none"> • Most infrastructure in the college is not disabled friendly yet. • Establishment of the JNEC Y-Peer club, where students themselves provide assistance to their peers. • There are no reported cases of depression, suicide or substance abuse recently, but students with difficulties can benefit from the services of a trained counsellor. • There is a Chief Councillor and a Girls' Councillor, but no equivalent Boys' Councillor, which may reflect gender bias as it

	implies that the Chief Councillor cannot be a girl, though the post of Chief Councillor is open to both gender.
2.7.6 Graduate employability	<ul style="list-style-type: none"> • In general, most JNEC graduates do not have difficulty in finding employment. • JNEC conducts periodic review of programs, on-the-job training (OJT)/internships, industrial tours, and campus recruitment. The campus recruitment drive enhances the employability of the graduates as well as enabling stakeholders to compete for the best graduate candidates. • OJT is being replaced with a one semester industrial attachment. To ensure the effectiveness of industrial attachment, college has been reaching out to the stakeholders through MoUs.
2.7.7 Alumni engagement	<ul style="list-style-type: none"> • Alumni members are engaged through guest lecture series and invited as guest speakers to share their experiences with current students. • The college has registered 1,161 graduates as alumni members through its Information Management System. • JNEC does not have a specific mechanism in place for identifying and recognizing outstanding alumni.

2.8 Internal Quality Assurance and Enhancement System	
2.8.1 Quality assurance system	<ul style="list-style-type: none"> • JNEC does not have a formal Internal Quality Assurance Cell (IQAC), but it follows the RUB's quality assurance system. • The college reports on programme achievements annually through Annual Programme Monitoring Reports (APMR) to the PVC-DeAR. The APMR is discussed in the programme Quality Committee (PQC), a subcommittee of the Academic Board. • The College Academic Committee (CAC) is the highest decision-making committee related to programme management and quality at the college level.

	<ul style="list-style-type: none"> • Various committees, including the Programme Leader, Programme Committee (PC), Programme Board of Examiners (PBoE), and Moderation Committee, are responsible for different aspects of programme management and assessment. • Student module feedback is collected twice a semester to monitor curriculum progress and module tutor performance. • External examiners (EE) are appointed and visit once a year to review programme implementation.
2.8.2 Continuous quality enhancement	<ul style="list-style-type: none"> • Several college forums, including the College Academic Committee (CAC), College Management Committee (CMC), Programme Board of Examiners (PBoE), and Program Committee Meetings (PCM), are convened to oversee overall academic planning and ensure the implementation of quality assurance measures. • The college actively responded to recommendations from an accreditation team in November 2017 and has addressed most of the issues raised. • An annual centralised college-level assessment is conducted by the RUB to maintain checks and balances on annual performance assessments. • Various feedback systems are also in place.
2.8.3 Innovative practices	<ul style="list-style-type: none"> • The college organises exhibitions and demonstrations of students' creative works through mini-projects and projects. • Examples include the development and successful testing of an electric car (E-Car) by 4th-year BE Mechanical Engineering students in June 2023, as well as mini-projects in Diploma Electronics and Communication Engineering. • The development of the E-Car by the students was an innovative project. • Students have designed and developed an automated door lock system for 'The Hex' along with IoT-based control for fans and lights.

2.8.4 Institutional branding	<ul style="list-style-type: none"> • The college publishes a bi-annual newsletter that highlights its activities and achievements, distributed in both e-copy and print formats for branding and outreach. • JNEC maintains active social media accounts on platforms such as Facebook, Youtube, Twitter, and Instagram as effective branding tools. The college does not seem to have a LinkedIn page. • The college has a website with updated information, but the website's look and feel could be improved. • The college's branding could improve with the introduction of specialised UG programs. • The college places a strong emphasis on putting into practice GNH values, which is admirable. • Linkages established with universities abroad is commendable.
Part 3: Overall analysis	<p><i>Observations</i></p> <p><i>Note: Please limit to five major ones for each; use telegraphic language; It is not necessary to have all five bullets under each</i></p>
3.1 Institutional strengths	<ul style="list-style-type: none"> • Motivated leadership team and faculty members. • Effective organisational and management framework in place, with certain level of autonomy for the college management, under the overall leadership of the Office of the Vice Chancellor (OVC), RUB. • Active collaboration, partnerships, and linkages are maintained with a number of international and national agencies. • JNEC's diploma is recognized by several institutions abroad with which it has established linkages. • Frameworks/protocols/processes for programme and curriculum design and review, teaching, learning, and assessments are well designed and established in line with RUB's Wheel of Academic Law.

	<ul style="list-style-type: none"> • Adequate physical infrastructure including well equipped laboratories and classrooms for the different departments with a 56.2 acre compound. • Adequate space for expansion - the college can not only accommodate more students within the current facilities (around 1200 students can be accommodated as against the current student strength of 714), but also has space for future expansion within its 56.2 acres compound if necessary. • Committed to skills-based hands-on learning - several innovative teaching approaches such as 'Learning by Doing', problem based learning Mini Projects and Semestral projects have been successfully implemented. • ICT facilities - has a strong IT Support Team, a vibrant Department of Information Technology and well equipped computer labs in each department. • Has 19 student clubs and maintenance groups, including initiatives like the JNEC Clean Toilet Initiatives and JNEC Helping Hand Club. These clubs and groups contribute to the college's community and overall development. • JNEC is investing Nu 25 million to further improve the infrastructure from their own internal savings and external grants.
<p>3.2 Institutional Areas for improvement</p>	<ul style="list-style-type: none"> • Programme Design and Review/Validation process is well designed as per RUB's Wheel of Academic Law, but it may not be agile enough in the context of today's fast changing world driven by fast evolving technologies. • As required by the Internal Review Team (IRT) for Annual Performance Agreement (APA), the satisfaction surveys from the student are collected on a yearly basis by the IRT team leader as shown in Table-49 of the ISAR. The results show that the students have rated many aspects of the college's facilities/services at the level of "Need Improvement". • While the college undertakes maintenance of the physical infrastructure on a continual basis with both in-house teams and external contractors and this initiative is appreciable, some older

	<p>buildings are in need of further renovation and maintenance to upgrade the overall image and feel of the campus.</p> <ul style="list-style-type: none"> • The college could take steps towards making its infrastructure and facilities more disabled friendly to provide a more inclusive learning environment in the future. • For a college of 714 students and 130 staff members, the current total internet bandwidth of 130 Mbps may not be sufficient. This could be increased further as soon as possible as already planned by the college. • The online application system of the RUB for the enrolment of new students that relies on confirmation by calling each eligible student is prone to oversight from both ends and is not student-friendly. This needs to be improved by upgrading it into a fully automated online system where the selection is confirmed automatically through a well-designed algorithm without the need to make confirmation calls. • The qualification awarded by the college is already recognized by a few partner institutions. However, there have been instances where the degrees awarded by the colleges under RUB have not been recognized outside. Hence, the college/RUB could plan and take measures to ensure that the qualifications awarded by it are recognized globally.
3.3 Institutional opportunities	<ul style="list-style-type: none"> • JNEC is located on a historic hillock where Desi Jigme Namgyel, the father of the First King of Bhutan defeated the British in 1865 thus securing Bhutan's border and sovereignty. As the direct upholder of this proud legacy as signified by its name and location, JNEC could well emerge as a premier engineering college in the region with special focus on skill-based education offering specialised programmes at both the diploma and undergraduate levels. • Emerging as the premier engineering college, the college can attract foreign students from the region, especially North-east India which has a population of over 45 million, majority being the youth. Its proximity to the Indian border and the city of Guwahati would help in achieving this objective provided we get the other aspects of market positioning right.

	<ul style="list-style-type: none"> ● While the physical facilities for teaching, learning, and boarding are adequate for the current needs, opportunity exists to improve the overall quality of the facilities in 13th FYP of Bhutan to attract foreign students. ● JNEC is well placed to provide 'applied degree' courses as outlined in the Bhutan Qualifications Framework. ● Opportunity exists to explore providing distance/online education services with the need to be on-campus only for the practical laboratory components. ● Opportunity to develop Credit Transfer systems within in-country colleges to provide smooth pathways for the diploma graduates to upgrade their qualifications.
3.4 Institutional challenges	<ul style="list-style-type: none"> ● The college feels a lack of clarity on the future strategic direction since the intake into the undergraduate programmes was stopped in 2023. It has created a sense of apprehension among the faculty members and this could well lead to increased attrition. ● Although the faculty members in general seem motivated, the attraction and retention of quality faculty members may be a challenge looking at the attrition rate for 2022 - 2023. ● The government requires the college to get approval from the Office of Attorney General and the Ministry of Foreign Affairs and External Trade for all MoUs with external partners. This causes long delays which could sometimes lead to missed opportunities for external funding and collaboration. ● The physical infrastructure, especially the older buildings and hostels are in need of renovation and upgrade. Internal road network also needs maintenance in some sections. ● Water shortage is an issue that plagues Dewathang and Samdrup Jongkhar in general. The college is not spared either. Although steps such as rainwater harvesting have been initiated, the issue persists.

Part 4: Recommendations – Standard-wise

Standard 1: Governance, Leadership, and Management

- Keep up the good leadership and management practices that are currently in place, and strive to do even better.
- Seek clear and decisive communication from relevant authorities on the future direction of the college.

Standard 2: Curriculum Design and Review

- Streamline programme design and validation to ensure the relevance and timeliness of approved programs in today's dynamic educational landscape.
- Strategize to provide pathways for qualification upgrades for the diploma graduates.
- Establish an effective and flexible credit transfer system among constituent colleges as well as international universities.

Standard 3: Teaching, Learning, and Assessment

- Keep up the various innovative teaching learning initiatives adopted by the college.
- Sustain and further nurture the hands-on learning practices as they align well with the college's commitment to fostering experiential skills-based education.
- Focus on providing skills for self-directed learning - allowing students to take responsibility for their own learning by providing access to resources and encouraging independent study.
- Increase focus on online learning and cybergogy - using digital resources and platforms to deliver course materials, assessments, and interactive discussions, and encouraging students to become independent lifelong learners.
- Strive to include the latest technologies currently used by the industry players in the curriculum so that the programmes remain relevant and up to date.

Standard 4: Human Resources and Services

- Develop strategies to attract and retain talented employees, especially the key faculty members.

Standard 5: Research, Publications, and Linkages

- The college has collaboration, partnerships, and linkages with a number of international and national agencies. Keep up this vibrant research and external linkage culture that the college has developed, and try to enhance it even further.

Standard 6: Infrastructure & Learning Resources

- Ensure major infrastructure developments in the future are done as per a Masterplan with the required standards/quality.
- Prioritise renovating and improving existing infrastructure over the next five years to enhance serviceability and maximise space utilization.
- Increase Internet bandwidth and expand wifi connectivity within the campus as soon as possible.
- Strive to improve water supply for the college.

Standard 7: Student Services

- Strive to get better ratings in the satisfaction surveys from the students as required by the Internal Review Team (IRT) for Annual Performance Agreement (APA).
- Automate the online application system of the RUB for the enrolment of new students so that the selection confirmation would happen automatically without the need to make confirmation calls.

Standard 8: Internal Quality Assurance and Enhancement System

- Keep up and further enhance the quality assurance system in place.

- Improve the look and feel of the college's website for better branding and image.
- Strive, in coordination with the RUB, to get the degrees awarded by the College recognized globally.

I agree with the observation of the assessors as mentioned in this report.

Tsheway Chendup
9/12/23
Name & dated Signature of the Head of the institution

(Seal of the institution)



Name & Signature of the assessors:

Name	Designation	Dated Signature
Dr. Tshering Cigay Dorji	Chairperson	<i>Tshering Cigay Dorji</i> 9/12/2023
Mr. Thinley Wangdi	Member	<i>Thinley Wangdi</i> 9/12/2023
Mr. Tek Nath Kararia	Member Secretary	<i>Tek Nath Kararia</i> 9/12/2023

Name & Signature of HEQC officials

Name	Designation	Dated Signature
1. Mr. N B Raika	Specialist	<i>N B Raika</i> 09/12/2023
2. Mr. Kuenzang Dorji	Sr. Programme Officer	<i>Kuenzang Dorji</i> 09/12/2023
2. Mr. Sherab Jatsho	Programme Officer	<i>Sherab Jatsho</i> 9/12/2023

Section C: Annexure

Brief CV of Assessors:

Dr. Tshering Cigay Dorji (Chairperson)

Highest Education Qualification	October 2007 – September 2010: Ph.D. in Computer Engineering (Natural Language Processing), The University of Tokushima, Japan.
Job Experiences	<p>1 May 2022 – till date: Member of the Steering Committee and Domain Lead for ICT at Desuung Skilling Program (DSP).</p> <p>1 April 2022 – till date: Board Director and Strategic Advisor, Secure Link Services (SELISE) Bhutan Pvt. Ltd., Thimphu TechPark, Bhutan.</p> <p>Nov. 2014 – 31st Jan. 2022: Chief Executive Officer, Thimphu TechPark Ltd (TTPL).</p> <p>27 Jan. 2012 – Oct. 2014: Chief Operating Officer of Thimphu TechPark Pvt. Ltd. and Bhutan Innovation and Technology Centre (BITC).</p> <p>Jan. 2000 – Jan. 2012: Started as System and Database Administrator and resigned as Manager, Billing and International Affairs, Bhutan Telecom, Thimphu, Bhutan.</p>
Other qualifications/recognitions	<p>Jan. 2013 – Jan. 2014: Completed 'Master of Management' Course administered by the University of Canberra, Australia, through the Royal Institute of Management, Bhutan.</p> <p>Oct. 2005 – Oct. 2007: Masters in Engineering (Information Science and Intelligent Systems), The University of Tokushima.</p> <p>1996 – 1999: B.E. (First Class Honours) Bachelor of Electrical Engineering, Wollongong University, NSW, Australia.</p>

Mr. Thinley Wangdi

Highest Education Qualification	Master of Engineering (Civil & Structure), 2017
Job Experiences	18 Years, 11 Months: <ul style="list-style-type: none">• 2005 - 2010: Engineer. Worked as a project engineer/manager in Changjiji Housing Colony. Also Officiating General Manager for Construction Management Division (CMD)• 2011-2014 Dy. Executive Engineer: Worked as Project Coordination committee for Minister's Enclave Project. Continued as OGM for CMD.• 2015-2018. Executive Engineer: Design & Planning Division (DPD) as a structural engineer.• 2018- present: Chief Engineer. Worked as a Structural Engineer, officiating GM and now a Design Manager. Closely working with current project Green and Resilient Affordable Housing Sector Project (GRAHSP) funded by ADB.

Mr. Tek Nath Kararia (Member Secretary)

Highest Education Qualification	Master of Civil Engineering (Structural), 2018
Job Experiences	14 Years in Civil Servant : <ul style="list-style-type: none">• 2010-2012 Project Engineer, Dzongkhag Administration, Trongsa implemented 10 local government development projects with outstanding performance ratings.• 2013-2016 Deputy EE, Environment Division, Thimphu Thromde. Serve as head of Disaster Management Section, Project Engineer for Thimphu Ecological Park, YDF & other Environment Projects. Officiated the Environment Division for 2 Years.• 2017-till date: Executive Engineer, Compliance & Enforcement Division; Serve as Head of Inspection & Monitoring Division, Focal person for Integrated Business Licensing, Member Secretary of Entertainment Licensing Committee, Oversee the Structural design scrutiny processes and public services related to construction permit, compliance and enforcement during construction and processing of Occupancy Certificate.
Other Qualifications/recognitions	<ul style="list-style-type: none">• Rewarded Outstanding in the Annual Performance Appraisal for the year 2022, Thimphu Thromde.

List of facilities visited/seen

- Central Library
- Lecture Theatre
- Academic Blocks
- Auditorium Hall
- Department of Civil Engineering and Surveying
 - Classrooms
 - Environmental Lab
 - Building Material and Construction Lab.
 - Highway Engineering Lab
 - Soil Mechanics Lab
 - Fluid Mechanics Lab
 - Engineering Mechanic Lab
 - Surveying Lab
- Department of Electrical Engineering
 - Electrical Workshop
 - Electrical Machines
 - Power Engineering Lab
- Department Electronics & Communication Engineering
 - Power System
 - Instrumentation & Automation
 - Programming Lab
 - Power Electronics Lab
 - Electrical Measurement Lab
- Department of Mechanical Engineering
 - Automobile Workshop
 - Machine Rooms (Appropriate Technology)
- Department of Information Technology
 - Classroom
 - Online Classroom
 - IT Lab

- IT Maintenance Section
- Department of Humanities & Management.
- Department of Learning Resource Centre
- Student Hostels & Mess/dining rooms
 - Regular Boarding Hostel (Girls Hostel)
 - Self-catering Hostel
- Sport Facilities
 - Football court, Long Table Tennis, Table Tennis, basketball courts, volleyball courts & Archery fields.
- Guest houses
- Cafe, Canteen & College Convenience Store.

List of documentary evidence verified

- Minutes of Programme Committee Meetings (PCM)
- Consultancy Services
- Minutes of College Academic Committee (CAC) meetings.
- Annual Performance Agreement (APA)
- Review Documents (Periodic Review)
- Memorandum of Understanding (MoUs) for both International and National Institution Linkages.
- Resignation List (Soft Copy)
- Tracer Studies
- List of assets and its valuation
- Staff Resignation list
- Faculty Orientation
- Library Book list
- Admission Records from 2018 till date
- Evidence of rechecking or revaluation
- Evidence of student feedback
- Admission Records 2018 till date.

- Evidence of implementing Disaster Management Plan
- Evidence of student's mini-project

List of Meetings conducted

- Meeting with the Management
- Meeting with the faculty
- Meeting with Non-teaching Staff
- Meeting with students
- Separate meeting and discussion with a group of faculty, students and various staff
- Individual Interactions.
- Feedback from faculty, support staff and students.

Attendees for the Meeting with the Management
 Jigme Namgyal Engineering College, Samdrup Jongkhar Bhutan
 Venue: Conference Hall (Management Building)
 Time: 9:00 AM - 10:30 AM
(5/12/2025)

Sl. No	Name	Designation	Contact Number	Signature
1	Tshering Gygy Dorji (PhD)	Chairperson	17113037	<i>Tshering Gygy Dorji</i>
2	Thinley Wangdi	Assessor	17906918	<i>Thinley Wangdi</i>
3	Tek Nath Kararia	Assessor	77845444	<i>Tek Nath Kararia</i>
4	NB Raika	Secretariat	17727170	<i>NB Raika</i>
5	Kuenzang Dorji	Secretariat	17338295	<i>Kuenzang Dorji</i>
6	Sherab Jatshe	Secretariat	17756908	<i>Sherab Jatshe</i>
7	Tshering Chendup (Ho)	Pres. Lect, JNEC	17944155	<i>Tshering Chendup</i>
8	Santa Chendup	Lecturer	1734952	<i>Santa Chendup</i>
9	Vijay Kumar	Lecturer	19599893	<i>Vijay Kumar</i>
10	Barek Subha	Lecturer	17739947	<i>Barek Subha</i>
11	Tashi Galachis Chhiti	Assoc. Lectures	77759967	<i>Tashi Galachis Chhiti</i>
12	Karshana	Lecturer, HoD-EE	77558764	<i>Karshana</i>
13	Dawa Tshering	Assoc. Lecturer, HoD	17416393	<i>Dawa Tshering</i>
14	Yonten Tshering	Lecturer, HoD IT	17703952	<i>Yonten Tshering</i>
15	Karma Tenzin	ADM officer	17447795	<i>Karma Tenzin</i>
16	Hemba Hhoshawa	DAA	17623426	<i>Hemba Hhoshawa</i>
17	Chung Dorji	Dean, SA	17401547	<i>Chung Dorji</i>
18	Sandip Chendup	Dean, RIL	17643640	<i>Sandip Chendup</i>
19	Kul Prasad Saktas	Lectures	77225528	<i>Kul Prasad Saktas</i>
20	Thangley	Programme leader	17554915	<i>Thangley</i>
21	Karma Dorjee	HoD (M)	17697693	<i>Karma Dorjee</i>
22	Norden Wangchuk	Programme leader	17401548	<i>Norden Wangchuk</i>
23				
24				
25				

Meeting with College Management Committee (CMC)

Attendees for the Meeting with the Faculty
Jigme Namgyel Engineering College, Saindrup Jongkhar Bhutan

Venue: NIEB Conference hall

Time: 11 am - 12.30 pm (5/12/2025)

Sl. No	Name	Designation	Contact Number	Signature
1	Tshering Cigay Dorji (PhD)	Chairperson	17113037	
2	Thinley Wangdi	Assessor	17906918	
3	Tek Nath Kararia	Assessor	77845444	
4	NB Raika	Secretariat	17727170	
5	Kuenzang Dorji	Secretariat	17338295	
6	Sherab Jatsho	Secretariat	17756908	
7	Dechen Dorji Wangmo	Lecturer	17979351	
8	Tshewang Dorji	Lecturer	17241759	
9	Pema Wangchuk	Lecturer	17722329	
10	Dawa Tshering	Lecturer	17416292	
11	Biswanath Pradhan	Lecturer	17662432	
12	Wangmo	Asso. Lecturer	1795072	
13	Jurkey Tshering	Lecturer	17698093	
14	Kul P Sharma	Lecturer	77225528	
15	Bavak Subba	Lecturer	17739949	
16	Younten Tshering	Lecturer	17708452	
17	Aita Rachech Subba	Associate Lecturer	17211471	
18	Tshewang Rinzin	Assistant Lecturer	17507901	
19	Nabanta Sharma	Associate Lecturer	17911295	
20	Dechen Dorji	Assistant Lecturer	17925488	
21	Rinchen Tobgay	Associate Lecturer	1769217	
22	Sanche Bir Subba	Adjunct L.	17248639	
23	Tashi Tobgay	Associate Instructor	17291704	
24	Jagat Pr. Ghalla	Associate Lecturer	17926522	
25	Tashi Yangchen	Asst. Lecturer	17468189	
26	Lalita Sonjosi	Associate Lecturer	17580197	
27	Rinam Tamara	Asst. Assist. Lecturer	17974213	
28	Tshewang Dendup	"	17356400	
29	Vasur Sharma	Lecturer	1759983	
30	Namgyal Dyp	"	1705707	

Meeting with the faculty (1)

Meeting with JNEC Faculty

Jigme Namgyel Engineering College, Samdrup Jongkhar Bhutan

Venue: DME Conference Hall

Time: 11:00 AM - 12:00 PM

5/12/2018

Sl. No	Name	Designation	Contact Number	Signature
1	Tshering Cigay Dorji (PhD)	Chairperson	17113037	<i>[Signature]</i>
2	Thinley Wangdi	Assessor	17906918	<i>[Signature]</i>
3	Tek Nath Kararia	Assessor	77845444	<i>[Signature]</i>
4	NB Raika	Secretariat	17727170	<i>[Signature]</i>
5	Kuenzang Dorji	Secretariat	17338295	<i>[Signature]</i>
6	Sherab Jatsbo	Secretariat	17756908	<i>[Signature]</i>
7				
8	Chenel Gyemho	Asst. Professor	77671275	<i>[Signature]</i>
9	Lidra Geladas Chhetri	Assoc. Lecturer	77259967	<i>[Signature]</i>
10	Deo Raj Bawa	Assoc. Lecturer	77810687	<i>[Signature]</i>
11	Phuntshu Tamang	Assoc. Lecturer	17995991	<i>[Signature]</i>
12	Kancha Wangyal	Associate Lecturer	17445470	<i>[Signature]</i>
13	Sanjit Kumar Bhattarai	Associate Lecturer	77918269	<i>[Signature]</i>
14	Srijana Gurme	Associate Lecturer	17781805	<i>[Signature]</i>
15	Tshering Pem	Adjunct Lecturer	77773729	<i>[Signature]</i>
16	Tandis Wangchuk	Sr. Instructor	17603283	<i>[Signature]</i>
17	Lhazang Dorji	Lecturer	17530233	<i>[Signature]</i>
18	Kala Tshering	Sr. Instructor	17658822	<i>[Signature]</i>
19	Tandis Wangdi	Lecturer	17691685	<i>[Signature]</i>
20	Karna Tsheten	Sr. Instructor	17590415	<i>[Signature]</i>
21	Chenpa Dorji	Asst. SA	17401597	<i>[Signature]</i>
22	Nandak Wangchuk	Lecturer	17401548	<i>[Signature]</i>
23	Thangley	Asst. Lecturer	17554813	<i>[Signature]</i>
24	Karabang	Lecturer, HoD-EE	77355264	<i>[Signature]</i>
25	Karabang	Asst. Prof. (HOD)	17697673	<i>[Signature]</i>
26	Santa Thendup	Lecturer	17349560	<i>[Signature]</i>
27	Sangay Chendup	Lecturer (DRL)	17643640	<i>[Signature]</i>

(2)

Meeting with faculty (2)

Attendees for the Meeting with the Support Staff
 Jigme Namgyel Engineering College, Samdrup Jongkhar Bhutan
 Venue: Conference Hall (D.A.M.E)
 Time: 2:00 PM - 3:30 PM
(5/12/2023)

Sl. No	Name	Designation	Contact Number	Signature
1	Tshering Cigay Dorji (PhD)	Chairperson	17113037	<i>Tshering Cigay Dorji</i>
2	Thinley Wangdi	Assessor	17906918	<i>Thinley Wangdi</i>
3	Tek Nath Kararia	Assessor	77845444	<i>Tek Nath Kararia</i>
4	NB Raika	Secretariat	17727170	<i>NB Raika</i>
5	Kuenzang Dorji	Secretariat	17338295	<i>Kuenzang Dorji</i>
6	Sherab Jatsho	Secretariat	17756908	<i>Sherab Jatsho</i>
7	<i>Phuba</i>	<i>Com's Section Head</i>	<i>17907200</i>	<i>Phuba</i>
8	Kaema Tenzin	ADM officer	12447795	<i>Kaema Tenzin</i>
9	Sangay Dawa	Lab Tech.	17576798	<i>Sangay Dawa</i>
10	Karma Chokun	Electrician	17508063	<i>Karma Chokun</i>
11	Kinchen Pema	Library Assistant	17392446	<i>Kinchen Pema</i>
12	Pema Chodden	Personal Assistant	17669477	<i>Pema Chodden</i>
13	Chuten Dorji	Estimate Manager	17439947	<i>Chuten Dorji</i>
14	Karma Singye	Sr Technician	17696948	<i>Karma Singye</i>
15	Shankar Das Sharma	Business Inclusion mg.	17915066	<i>Shankar Das Sharma</i>
16	Karma Patr Karki	Carpenter	16906682	<i>Karma Patr Karki</i>
17	Tshering Wangchuk	Technician	17924034	<i>Tshering Wangchuk</i>
18	Tshewang Rinzi	ADM Assl.	17661522	<i>Tshewang Rinzi</i>
19	Sherab Tshomo	Library Assistant	17697724	<i>Sherab Tshomo</i>
20	Choti Wangmo	Technician	17754051	<i>Choti Wangmo</i>
21	Tenzin Tshomo	Library Assistant	17361835	<i>Tenzin Tshomo</i>
22	Phuk Tshering	Student Service Officer	12370679	<i>Phuk Tshering</i>
23	Levu Wangmo	Assistant Student Service	77731386	<i>Levu Wangmo</i>
24	Sun Dopa Rai	Laboratory Tech.	17806809	<i>Sun Dopa Rai</i>
25	Sangay Chozom	Technician	17505061	<i>Sangay Chozom</i>
26	Tenzin Wangmo	Technician	17970738	<i>Tenzin Wangmo</i>

Meeting with support staff (1)

Meeting with JNEC support staff
 Jigme Namgyel Engineering College, Samdrup Jongkhar Bhutan
 Venue: DNE Conference Hall
 Time: 2-5:30 pm
 (5/12/2023)

Sl. No	Name	Designation	Contact Number	Signature
1	Tshering Cigay Dorji (PhD)	Chairperson	17113037	[Signature]
2	Thinley Wangdi	Assessor	17906918	[Signature]
3	Tek Nath Kararia	Assessor	77845444	[Signature]
4	NB Raika	Secretariat	17727170	[Signature]
5	Kuenzang Dorji	Secretariat	17338295	[Signature]
6	Sherab Jatsho	Secretariat	17756908	[Signature]
7	Craley Wangchuk	Driver	17302454	[Signature]
8	Mugha Singh Rai	Welder	17836347	[Signature]
9	Tanabi Dorji	ICT Technician	17629901	[Signature]
10	Thinley Tenzin	Finance Officer	17527400	[Signature]
11	Dechen Dorji	Library Asst.	17709994	[Signature]
12	Sonam Tobgay	Store In-Charge	17242387	[Signature]
13	Tshering	Adm. Asst.	17508631	[Signature]
14	Tshering Dorji	Accts Assistant	17642066	[Signature]
15	Sonam Jambho	Dy. chief ICTO	17857197	[Signature]
16	Dorji Gyullshen	Laboratory Technici	17499277	[Signature]
17	Sangay Tshering	Laboratory Technici	17934677	[Signature]
18	Sonam Phuntsok	''	17929244	[Signature]
19	Phurba Dorji Neor	ICT Technical Assoc	17232070	[Signature]
20	Dorji Wangchok	Civil Lab Technici	17741171	[Signature]
21	Dorji Ram Dungsang	Civil Lab Technici	17760579	[Signature]
22	Sangay Dorji	Mechanical Technici	17789864	[Signature]
23	Dorji Wangchuk	Civil Lab Technici	17720782	[Signature]
24	Karma Namgyel	Plumber	16915254	[Signature]

Meeting with supporting staff (2)

Attendees for the Meeting with Student Representatives
 Jigme Namgyel Engineering College, Samdrup Jongkhar Bhutan
 Venue: Conference Hall (Management Hall)
 Time: 4:00 PM - 5:00 PM
(5/12/2023)

Sl. No	Name	Designation	Contact Number	Signature
1	Tshering Cigay Dorji (PhD)	Chairperson	17113037	<i>Tshering Cigay Dorji</i>
2	Thinley Wangdi	Assessor	17906918	<i>Thinley Wangdi</i>
3	Tek Nath Kararia	Assessor	77845444	<i>Tek Nath Kararia</i>
4	NB Raika	Secretariat	17727170	<i>NB Raika</i>
5	Kuenzang Dorji	Secretariat	17338295	<i>Kuenzang Dorji</i>
6	Sherab Jatsho	Secretariat	17756908	<i>Sherab Jatsho</i>
7	Tshering Tenzin	Club Secretary	77319532	<i>Tshering Tenzin</i>
8	Kinley Dorji	Student leader	17317523	<i>Kinley Dorji</i>
9	Tshering Dorji	Club secretary	17555827	<i>Tshering Dorji</i>
10	Jigme Tshering	Club Secretary	17359651	<i>Jigme Tshering</i>
11	Tashi Tenzin	Class representative	77493079	<i>Tashi Tenzin</i>
12	Pema Choden	Class representative	77018265	<i>Pema Choden</i>
13	Anwar Rai	Student leader	77745121	<i>Anwar Rai</i>

Meeting with student representatives

List of assets and properties valuation

SN	Asset Descriptions	Details	Acquisition Cost Nu.	Total Cost Nu.
1	Land	Dry Land 65 acres (56.2 acre)	97,500,000	97,500,000
2	Buildings			485,664,730
3	Water Tank			2,171,001
4	Sports & Wall			5,904,923
5	Lab Equipment			37,980,381
6	It Equipment			29,846,219
7	Office Equipment			235,024
8	Electrical Equipment			4,725,750
9	Dining & Kitchen Equipment			2,538,015
10	Musical Equipment			3,105,108
11	General Equipment			11,748,766
12	Furniture			38,130,195
13	Library Books			5,570,535
14	Vehicle			11,895,762
	Total Nu.			739,024,447

List of documentary evidence checked/verified

SN	Documents/Evidences	Remarks
1	Minutes of Programme Committee Meetings (PCM)	Checked
2	Consultancy Services	Checked
3	Minutes of College Academic Committee (CAC) meetings.	Checked
4	Annual Performance Agreement (APA)	Checked
5	Review Documents (Periodic Review)	Checked
6	Memorandum of Understanding (MoUs) for both International and	Checked
7	National Institution Linkages.	Checked

8	Resignation List (Soft Copy)	Checked
9	Tracer Studies	Checked
10	List of assets and its valuation	Checked
11	Staff Resignation list	Checked
12	Faculty Orientation	Checked
13	Library Book list	Checked
14	Admission Records from 2018 till date	Checked
15	Evidence of rechecking or revaluation	Checked
16	Evidence of student using Plagiarism softwares	Checked
17	Evidence of students' mini-projects and Projects.	Checked
18	Sexual harassment policy, if any	Checked
19	Audit reports (external, internal and statutory)	Checked
20	External examiner's report.	Checked
21	Evidence of program design and review etc. as per the WAL.	Checked
22	Evidence of student research work if any	Checked in the college Website

Schedule of the site visit

First Day – 05.12.2023 (Tuesday)

Sl. No.	Time	Activities	Attendee
1	9:00-10:30 AM	Meeting with Management	President, Deans, Registrar, Program leaders, Heads of Units/ Departments, etc.
2	11:00 AM – 12:30 PM	Meeting with faculty	All teaching faculty who can make it
3	1:30 - 3:00 PM	Meeting with support staff	Library, ICT and student record officer, etc.
4	3:30 - 5:00 PM	Meeting with Students	Student representatives e.g. Councillors, Coordinators, In-charges, ...

Second Day – 06.12.2023 (Wednesday)

Sl. No.	Time	Activities	Attendee
1	9:00 - 10:30 AM	Interaction with students	Assessors interacts with students
2	11:00 AM - 1:00 PM	Brief campus tour (Facilities like library, labs, any other facilities the college might like to showcase)	Requires guide
3	2:00 - 5:00 PM	Assessors' 1 st meeting	

Third Day – 07.12.2023 (Thursday)

Sl. No.	Time	Activities	Attendee
1	9:00 AM – 5:00 PM	2 nd meeting of Assessors Meet relevant parties, if necessary Note: We will inform if the team wants to meet any relevant person Work on finalizing assessors' report	Focal person

Fourth Day – 08.12.2023 (Friday)

Sl. No.	Time	Activities	Attendee
1	9:00 AM – 1:00 PM	<ul style="list-style-type: none"> • 3rd meeting of Assessors - Meet relevant parties, if necessary (Note: We will inform if the team wants to meet any relevant person) • Finalize the draft of assessors' report 	Focal person
2	2:00 – 5:00 PM	<ul style="list-style-type: none"> • Share draft Assessors' Report with the management for comments 	Focal person
3	5:00 PM	<ul style="list-style-type: none"> • Return the report with comments 	Focal person

Fifth Day – 09.12.2023 (Saturday)

Sl. No.	Time	Activities	Attendee
1	9:00 -10:00 AM	<ul style="list-style-type: none"> • Incorporate comments and finalize Assessors' Report 	
2	10:30 – 11:30 AM	<ul style="list-style-type: none"> • Prepare for Exit Meeting 	
3	11:30 AM-1:00 PM	<ul style="list-style-type: none"> • Exit meeting: Assessors will present overall findings • Photo session 	President, Deans, Programme leaders, Faculty, relevant support Staff to attend
4	2:00 - 5:00 PM	<ul style="list-style-type: none"> • Feedback on overall exercise • Complete administrative tasks with HEQC 	Assessors and HEQC