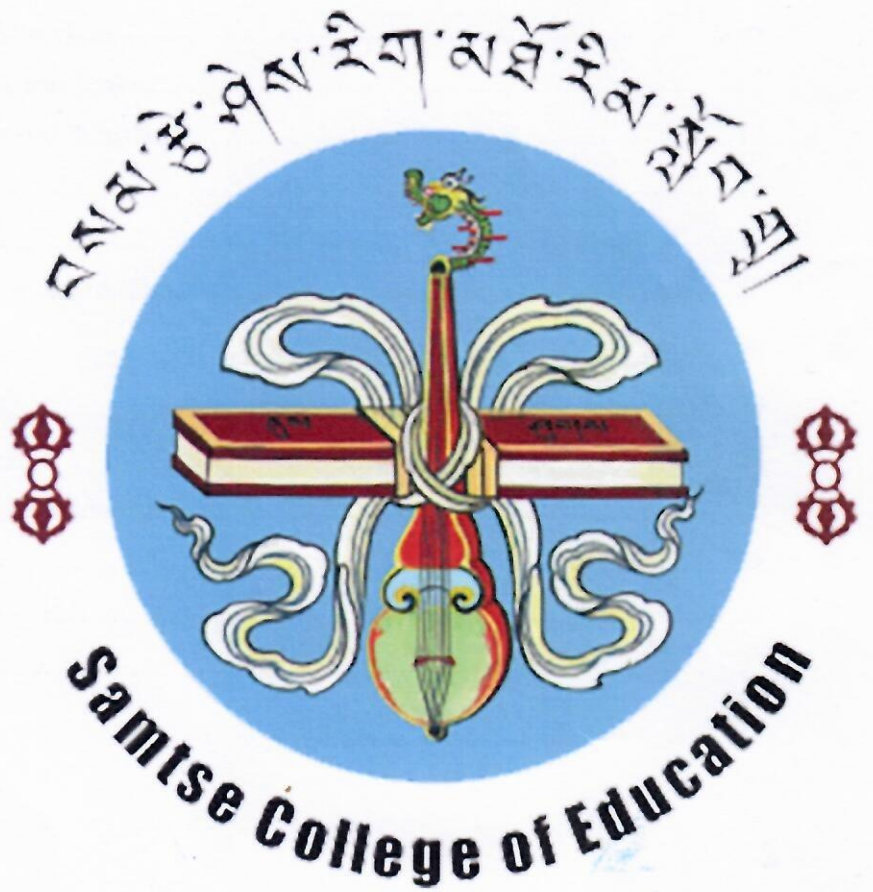


6th – 10th November, 2023

**INSTITUTIONAL
RE-ACCREDITATION OF SAMTSE
COLLEGE OF EDUCATION
SAMTSE**



ASSESSORS' REPORT

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Section A: General Information on the University

Name	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 18 th April, 2003 by His Majesty the Fourth Druk Gyalpo, Jigme Singye Wangchuck. For detail 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 2 nd 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
Missions	<ul style="list-style-type: none"> • To provide programmes of study at tertiary education level, of relevance and good quality which will fulfill 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	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

<p align="center">University Important Documents</p>	<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
<p align="center">HR strength of the University</p>	<ol style="list-style-type: none"> 1. Office of the Vice Chancellor: 36 2. Administrative & Technical Staff: 411 3. Academic Staff: 518 (including 46 on long terms studies) <p>Total HR strength: 966</p>
<p align="center">University Strategic Core Areas</p>	<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
<p align="center">Future Plans</p>	<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	Samtse College of Education, Samtse, Bhutan
1.2 Year of establishment	29 th May 1968
1.3 Current academic activities at the institution (Number)	12
<ul style="list-style-type: none"> • Faculties /Schools 	
<ul style="list-style-type: none"> • Departments/Centres 	4 Departments: <i>1) Department of Arts and Humanities Education (DAHE); and</i> <i>2) Department of STEM Education (DSTEME)</i>
<ul style="list-style-type: none"> • Programmes/Courses offered 	UG: 03, PG: 09 Total = 12 <i>Bachelor of Arts in Social Work (BA in SW):</i> <ol style="list-style-type: none"> 1. <i>FSP405 Working with Persons with Disabilities</i> 2. <i>FSP406 Social Work Practice in Mental Health</i> 3. <i>FSP407 Social Work Practice with Elderly</i> 4. <i>FSP408 Gender and Family, and</i> 5. <i>FSP409 Working with Youth</i> <i>Postgraduate Diploma in Contemplative Counselling Psychology (PgDCCP):</i> <ol style="list-style-type: none"> 1. <i>COT503 Career Development and Consultation OR RES603 Introduction to Action Research</i>
<ul style="list-style-type: none"> • Regular faculty members 	Male: 25, Female: 15, Total: 40
<ul style="list-style-type: none"> • Contract faculty members 	Male:0, Female: 0, Total: 0
<ul style="list-style-type: none"> • Visiting/Adjunct faculties 	Male: 0 Female: 0, Total: 0
<ul style="list-style-type: none"> • Staff <i>(Technical, administrative & support)</i> 	Male:29 , Female:10, Total: 39
<ul style="list-style-type: none"> • Students 	Male: 176, Female: 244, Total: 420

1.4 Three major features in the institutional context <i>(As perceived by the assessors)</i>	<ul style="list-style-type: none"> ● Conducive Learning Spaces ● Efforts in the use of ICT tools ● Collaborative Mechanisms
1.5 Date of visit	6 th to 10 th Nov, 2023
1.6 Composition of the assessors	
Chairperson	Name: Tashi Chonjur
Other member	Name: 1. Karma Jurme 2. Phintsho Choeden

BAC Coordinator/BQPCA officials	Name: 1. N.B Raika 2. Sherab Jatsho
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Part 2: Key Aspects-wise analysis	
Key Aspects	Observations <i>(Strengths and/or Weaknesses on Key Aspects)</i> <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>
2.1 Governance, Leadership, and Management	
2.1.1 Vision, Mission, and Objectives	<ul style="list-style-type: none"> ● The vision and mission statement are aligned with the University's Vision and Mission. ● Planning is done in line with the vision, mission and goals of the institution. ● Review and revision of the courses are carried out.
2.1.2 Organizational structure and management	<ul style="list-style-type: none"> ● The College organogram and management systems are in place.

	<ul style="list-style-type: none"> • Various committees, such as CMC, IQAC, CAC, and CRC, are in place, with CMC as the apex management body chaired by the President. • Dean of Academic Affairs, Dean of Research and Industrial Linkages, and Dean of Student Affairs chair various committees.
2.1.3 Accountability and transparency	<ul style="list-style-type: none"> • CMC makes key decisions; however, decision-making is collaborative. • ToR for various committees are in place and the College has a clear line of reporting and feedback mechanisms. • The Advisor of the College Integrity Club is a member of various decision-making committees. • The general administration and HR related decisions are based on the RUB Governance Manual for administrative matters and RUBHRRR (2017). • Annual external auditing is done, however the College does not have an internal auditing system. • Mechanisms are in place to ensure transparency and accountability in teaching, learning and assessment.
2.1.4 Leadership and academic autonomy	<ul style="list-style-type: none"> • The College exercises leadership and academic autonomy in line with the RUB Governance Manual, WAL and RUB Human Resources Rules and Regulations (RUBHRRR, 2017). • The College has qualified President and faculty members. • Decision-making is done Collaboratively. • Leadership grooming and succession planning are in the form of assignment of different roles and responsibilities.

2.1.5 Strategic development, planning, and implementation	<ul style="list-style-type: none"> • Strategic plan (immediate, mid-term, and long-term) is in place. • The performance of the College is assessed and evaluated annually based on the APA by an Independent Review Team (IRT) with APA assessment result (70%) and the leadership assessment result (30%) in 2022. • All developmental activities are in line with the strategic plan.
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2.2 Curriculum Design and Review	
2.2.1 Curriculum design and development	<ul style="list-style-type: none"> • The curriculum development is based on RUB's Wheel of Academic Law, government policies and national/tertiary education policy. • The College adheres to the RUB's standard operating procedures for validation and adoption as per their academic regulations. • The College involves experts from both within and outside the country for its curriculum development, besides its faculty members. • Module and programme-level review is carried out. • There is a high degree of integration of technology in the teaching-learning process. • GNH integration is across programmes and activities.
2.2.2 Curriculum evaluation and review	<ul style="list-style-type: none"> • There is a system to evaluate and review the Curriculum as per the WAL. • The review process involves key stakeholders such as MoESD, CSOs, students and international experts. • Periodic feedback on the Curriculum is sought through students' consultative meetings, mid and semester-end module evaluations, module performance reports by the

	<p>tutors, reports by external examiners and submission of APMR by Programme Leaders to CAC and then further to PQC.</p> <ul style="list-style-type: none"> • Faculty expertise, needs assessment, periodic curriculum review, collaboration with organizations, and technology integration ensure that the Curriculum is up to date.
2.2.3 Academic flexibility and programme diversification	<ul style="list-style-type: none"> • Academic flexibility and programme diversification is in line with WAL. • The final year students have the flexibility to choose some of the bachelor and post graduate diploma course modules. • There is no credit transfer; however, the discussion on Credit transfer within the colleges of RUB and with other international institutions is underway.
2.3 Teaching, Learning. and Assessment	
2.3.1 Teaching learning process	<ul style="list-style-type: none"> • Uses technological tools for teaching-learning process. • The use of ICT-enabled teaching-learning is observed. • There is a system and mechanisms to monitor the progress of the teaching and learning activities. • Necessary adjustments are made to the teaching-learning process based on the semester-wise feedback from students. • The College submits the Annual Programme Monitoring Report annually to the Programmes and Quality Committee at the Office of the Vice Chancellor, Royal University of Bhutan. • Dean AA leads the academic team supported by HoDs, PLs and faculty members.

2.3.2 Assessment process	<ul style="list-style-type: none"> ● WAL governs any assessment regarding the academic programmes. ● Internal and External moderation exercises are carried out. ● Feedback mechanisms on students' works are in place. ● Plagiarism detection tool (turnitin) is used. ● A variety of assessment approaches are used, like authentic assessment, performance-based assessment, PBL assessment, portfolio assessment, peer assessment, gamified assessment, scenario-based assessment, etc.
2.3.3 Student engagement	<ul style="list-style-type: none"> ● Various student engagement approaches are in place, such as PBL, Case-based learning, internship and practicum, service learning, research projects, etc. ● One of the themes of The College Strategic Plan for 2019 – 2030 is the promotion of lifelong learning. ● Different practices are in place to promote lifelong learning such as, incorporating principles of lifelong learning into the curriculum, flexible learning options, PD opportunities, online courses, engaging with the community and instilling good reading habits. ● The College emphasizes peer and self-assessment techniques as valuable tools in teaching approaches.
2.3.4 Teaching-learning materials	<ul style="list-style-type: none"> ● Reading materials, like journals, e-resources, case studies, real-world examples, books, etc. are provided to the learners. ● Hard copies of TL materials are available in the college library along with online journal articles are accessible through the Research4life site, EBSCO, ERIC, etc. ● VLE, Mobile Apps, websites, etc., are used for teaching learning.

2.4 Human Resources and Services	
2.4.1 Human resource management system	<ul style="list-style-type: none"> ● College uses RUB HR policy (RUBHRRR 2017) for HR activities. ● PMS is carried out. ● Human Resource Information Management System (HRIMS) of RUB is being used. ● There is a clear line of reporting system in place.
2.4.2 Quality human resource	<p>All faculty members have a minimum of Master's Degree, and the College has many faculty with PhD degrees.</p> <ul style="list-style-type: none"> ● Faculty-student ratio of 1:16 is maintained. ● No international faculty is stationed in the College at the moment; however, there is a practice of receiving international visiting faculty.
2.4.3 Human resource development	<ul style="list-style-type: none"> ● The College has an HR Master Plan developed collaboratively, and it is being implemented. ● Faculty, students and staff can voice their feedback regarding HR initiatives and other programmes. ● Opportunities to attend workshops and training are provided to both faculty and support staff. ● Training and upgradation opportunities, both within and outside of the country, have been given to all faculty and staff, although the frequency is lesser for the non-teaching staff. ● 2 - 2.5% of the total budget is kept for HRD. ● Recruitment and promotion of staff is done through the composition of interview panels and transparent promotion criteria.
2.4.4 Service conditions	<ul style="list-style-type: none"> ● No faculty or staff member has received any award for innovation and entrepreneurship.

	<ul style="list-style-type: none"> • The College acknowledges and recognizes new ideas, innovations and entrepreneurship of the faculty and staff in their annual performance assessment. • College has a welfare scheme for its staff, and 12.6% have benefitted from this in the last four years. • On-campus accommodation is available for all faculty and their children have access to all games and sporting facilities. • There is Wifi in the whole campus. • Review and assessment, and the IWP contribute towards rewarding staff for their performance.
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2.5 Research, Publications, and Linkages	
2.5.1 Research culture	<ul style="list-style-type: none"> • Research grants have been received from external funding. • Research mentoring programme is in place. • There are platforms to share research works like webinar series, research conferences and events, journals etc. • Instituted the College Research Stimulus Fund (CRSF) in 2014, and 1.5 percent of the College budget is allocated to CRSF annually. • Regular PD on research workshops/training are conducted and many research events and conferences were also organized.
2.5.2 Research and publication	<ul style="list-style-type: none"> • The College academic journal (EIP) is published online using the Open Journal System (OJS). • The SHES-RIG PAGES – Newsletter of SCE is published annually and is managed by the office of the Dean of Research and Industrial Linkages. • STEM Education Research Centre was established in 2020, and two volumes of newsletter have been released.

	<ul style="list-style-type: none"> • Established the Centre for Innovation in Educational Practice and Research in 2022 to promote innovation in educational practice and research in the College and beyond. • The College carries out research activities funded by external funding agencies such as the International Development Research Centre (IDRC), United Nations International Children’s Emergency Fund (UNICEF), Teton Science School (TSS), USA, Royal University of Bhutan, United Nations Educational Scientific and Cultural Organisation (UNESCO), etc. • College has research publications and book chapters, both in the national and international arena. • The College in collaboration with Samtse Dzongkhag also publishes annual publication titled “Brainwaves: Creative Calling” to commemorate the National Day every year since 2021. • The final year and MEd students are required to take up research projects.
2.5.3 Consultancy and extension services	<ul style="list-style-type: none"> • The College follows <i>Zhib Tshol</i>: RUB Research Policy. • College indicated hesitation from the RUB towards their faculty’s engagement in consultancy services. • No specific strategies are in place to support consultancy services; however, few consultancy services have been managed, and revenue generated thereby. • Given the nature of faculty engagement and their core training courses, the College does not give priority to consultancy services. • College has the records of workshops and training provided to various agencies with revenue details.

<p>2.5.4 Collaborations & linkages</p>	<ul style="list-style-type: none"> ● International exchange programmes have been initiated. ● There is a record of visits and exchange programmes by faculty. ● Some international students participated in the exchange programme. ● National exchange programmes for faculty, non-teaching staff and students have been initiated. ● Faculty members presented their papers in international fora. ● The formal collaboration and linkages seem to be progressing well.
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2.6 Infrastructure and Learning Resources

<p>2.6.1 Academic infrastructure</p>	<ul style="list-style-type: none"> ● All academic infrastructure is being developed as per the College Master Plan. ● The college has adequate facilities to run its educational programmes. ● Facilities have been developed, new and remodelled/renovated/refurbished to enhance further teaching-learning practices (Library, multimedia studio, Happiness and Well-being Center, classrooms, laboratories, etc.) ● The college has 19 classrooms, three science and 2 IT laboratories, a Library, lecture theatre etc. ● CMC plays a vital role in developing and maintaining good academic infrastructure.
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2.6.2 Residential infrastructure	<ul style="list-style-type: none"> • The college has accommodation facilities for both staff and students. • Some of the hostel facilities have been redesigned; students now have a choice of regular and self-catering hostels. • Hostels have the required facilities like common areas, internet, shower and washing facilities, CCTV surveillance, etc, however, water seems to be a concern.
2.6.3 Recreational and other facilities	<ul style="list-style-type: none"> • The college has a football field, basketball court, volleyball court, indoor badminton and table tennis court, and auditorium. • The college has a canteen, book and stationery shop, guest house, convenience store and salon, etc. • Gym is being set up at the moment.
2.6.4 Library services	<ul style="list-style-type: none"> • The College library underwent a significant renovation in 2021-2022. • The college library provides good services that support good learning and teaching experience. • The library has study space, sofas, Bodhisattva room, Manjushree room, open learning space, discussion rooms, etc. • Library has e-resources and subscriptions (e-newsletters, ebooks, e-documents, Research4Life, academic journals, etc) • The inter-library loan system has not been effective but uses emails and social media apps to facilitate loans of ebooks and resources. • Has Online Public Access Catalogue (OPAC) • It uses KOHA and has its website.

2.6.5 Safety and maintenance of physical infrastructure	<ul style="list-style-type: none"> • The estate manager and the team look after the maintenance of the infrastructure. • The College ensures an adequate maintenance budget. • The College has a Disaster Management and Contingency Plan; drills have been carried out. • The College has taken initiatives to create a sustainable and green campus environment although beautification is a challenge.
2.6.6 ICT services	<ul style="list-style-type: none"> • College has adequate IT infrastructure to meet the needs of all programmes. • The college has 85 desktops, 19 LCD projectors, seven servers, 31 CCTV cameras, one multimedia studio, 5 MAXHub interactive panels, 20 KVA power backup, 133 Mbps internet connectivity, and few licensed software. • VLE is used for various purposes. • College is in the process of procuring high-end desktops. • The College has an ICT user policy. Some sort of data backup and recovery policy is in place. • The College has CCTV cameras in strategic locations around the campus.

2.7 Student Services	
2.7.1 Admission process and student record	<ul style="list-style-type: none"> • The College follows the Admission Policy 2021 of RUB. • Admission criteria has been made transparent through various platforms like websites, national newspapers, etc.
2.7.2 Student progression	<ul style="list-style-type: none"> • For the last three years, the overall average pass percentage was almost 100% • There is a concern about enrollment rate. • Tutors provide timely and constructive feedback on assignments and assessments • Interventions to support struggling students are in place.

	<ul style="list-style-type: none"> • Certified counsellors and counselling services are available. • An award system is in place to encourage students to perform well and to celebrate their achievements.
2.7.3 Student engagement activities	<ul style="list-style-type: none"> • Students could engage only in a few events due to COVID-19 during the 2020-2022 academic year and won prizes. For instance, the College stood second in the National Quiz Competition on Science and Technology organized by the Bhutan Broadcasting Service in December 2022, The College took part in the BUSF Regional Games and Sports competition. It emerged victorious in Boys' Volleyball and Boys' Archery at the regional level, competing amongst three colleges in 2023. • There is a dedicated budget for extracurricular activities. • Club activities and sporting activities have been carried out. • College carried out PD programmes for students besides the regular classes.
2.7.4 Student support systems	<ul style="list-style-type: none"> • The student mess is run through student contributions of Nu.2000/ (Ngultrum Two Thousand Only) per month and managed and coordinated by the Class Representatives • The Student Mess Management Committee is chaired by the Dean of Student Affairs to oversee the management. • The Mess Committee gathers student feedback twice a semester to refine meals provided. • Students are informed about all happenings, rules and regulations, and other aspects of the college through the student handbook and also through VLE platform. • College provides on campus employment opportunities to its students through its linkages such as MoESD,

	<p>UNICEF, RENEW, NCWC, Tarayana Foundation, Nazhoen Lamtoen Organization, Bhutan Kidney Foundation, Royal Society for Senior Citizens, Bhutan Ability Society etc</p> <ul style="list-style-type: none"> ● Student Satisfaction/happiness Survey has been conducted, and the score for last three years were never below 75.5% ● The College Management makes consistent efforts to improve the canteen services through regular monitoring and guidance. ● The college has established the online grievance redressal platform in their VLE. ● Student welfare schemes are in place like semso, sick allowance and loan systems.
<p>2.7.5 Special needs and Inclusive services</p>	<ul style="list-style-type: none"> ● There are no dedicated facilities for students with special needs, but the College has been making arrangements where possible. ● Provide learning materials in alternative formats, such as digital texts, audio materials, and Braille, to accommodate students with visual impairments. ● Follow RUB Space Norms & Guidelines. ● Faculty trained in Special Education. ● Gender equity is being promoted in various forms, though there is no written policy. ● The College has initiated the development of an Inclusive Education framework for all Colleges under the RUB and organized five days of orientation workshops on the “Foundational Training on Inclusive Education” for RUB academics.

2.7.6 Graduate employability	<ul style="list-style-type: none"> • BEd, PgDE, PgDCCP, and MEd graduates do not have problems with employability as they are absorbed after completing their courses either as regular teachers or on a contract basis. • For others, college helps them acquire skills and knowledge to prepare them for job entry. • The tracer studies were conducted. • Some of its alumni are working as faculty. • The Alumni Association is in its nascent stage as of now.
2.7.7 Alumni engagement	<ul style="list-style-type: none"> • Outstanding Alumni are invited to college events as guests. • The College has a dedicated alumni page to record the events and activities of the SCE Alumni Association. • Alumni Meets have been organized for the reunion through professional development programs, such as interactive sessions, conferences, panel discussions, seminars and training. • Joint research or academic engagement has been organized by facilitating networking with faculty, students, and alumni.

2.8 Internal Quality Assurance and Enhancement System

2.8.1 Quality assurance system	<ul style="list-style-type: none"> • The Quality Assurance Mechanism is in the form of various committees and Programme Leaders. • Each Committee does the check and balance of the college functionings. • APMR and PMS takes care of the quality monitoring besides the RUB. • Feedback, surveys, and tracer studies are in place.
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	<ul style="list-style-type: none"> • Other QA mechanisms include peer observation, reflection and improvement of one's practice; Students' Feedback on curriculum, teaching methods, student participation in programme review; and stakeholder involvement and consultation.
2.8.2 Continuous quality enhancement	<ul style="list-style-type: none"> • IQA is in the form of various committees like College Moderation Committee in each Department, Programme Committee (PC), Programme Board of Examiners (PBE) and College Academic Committee (CAC) • Student's role in IQA is in the form of their representation in various committees and review programmes. • Students' feedback is collected anonymously through feedback surveys, student consultation meetings, and informal discussions. • Staff satisfaction survey and a 360-degree feedback system are in place. • The module feedback is analyzed, and the result is used by the module tutor for further improvement.
2.8.3 Innovative practices	<ul style="list-style-type: none"> • The use of ICT-enabled services is enhanced. • Innovative ideas in teaching and assessment have been initiated, such as PBE, Flipped classroom, project-based learning, use of GPS visualizer for Geography, use of Nearpod in teaching disaster, use of Turnit-In for plagiarism checking, joint moderation, online evaluation, online exams using e-proctoring device, etc. • The College developed an Online System for Field Practicum (FP) and School Immersion and Teaching Practice (SITP) • The College developed open educational resources (OERs) for STEM subjects under the CL4STEM project funded by IDRC.

	<ul style="list-style-type: none"> • The college received funding from RUB, a sum of Nu. 550000/- to support an innovation project leveraging VLE features to leverage group work assessment in all Colleges of RUB.
2.8.4 Institutional branding	<ul style="list-style-type: none"> • Branding has been done through the use of its logo, merchandise like college bags, mugs, arts, and t-shirts, gifts to stakeholders and guests, etc. • College uses media like the College campus Radio Station <i>Sherig FM 91.1</i>, website, YouTube, Facebook page, etc. • Branding is also done through various publications, journals and newsletters. • Institutional and Industrial linkages, collaborations and college alumni activities contribute to the branding. • The values, principles, and practices of GNH-infused education programmes promote branding.
Part 3: Overall analysis	
Key Aspects	<i>Observations Note: Please limit to five major ones for each; use telegraphic language; It is not necessary to have all five bullets under each</i>
3.1 Institutional strengths	<ul style="list-style-type: none"> • Distributive Leadership • ICTization efforts • Quality enhancement efforts • Library services • Qualified leadership and faculty • Research efforts

3.2 Institutional Areas for improvement	<ul style="list-style-type: none"> ● Internationalization of the college ● Credit transfer ● International linkages ● Inclusive Policy, infrastructure and teaching-learning materials ● Water supply
3.3 Institutional opportunities	<ul style="list-style-type: none"> ● Institutional linkages ● Internationalization of the college ● More innovative teaching-learning practices ● Potential to become the knowledge hub for teacher education
3.4 Institutional challenges	<ul style="list-style-type: none"> ● Credit transfer ● Getting best-fit faculty and retaining them ● Internationalization of the college ● Maintaining the quality of graduates ● Diversifying programmes other than programmes related to teaching. ● Consistent Water supply ● Increasing the rate of enrolment ● Campus beautification

Part 4: Recommendations – Standard-wise

Standard 1: Governance, Leadership and Management

- Keep up the good leadership practices, ICTization efforts and might like to strengthen succession planning

Standard 2: Curriculum Design and Review

- Keep exploring new and innovative programmes based on the changing times and needs.
- Programmes provide an avenue for students to enhance research skills. Keep strengthening it.

Standard 3: Teaching, Learning and Assessment

- Innovative practices and use of ICT tools have been progressive and can be enhanced further.
- Varieties of teaching methods have been used for better teaching and learning, and this may be further explored.

Standard 4: Human Resources and Services

- Explore adding international faculty for value addition to the teaching learning process.
- Promotion Criteria for academics seems to be an issue; College could explore resolving it.

Standard 5: Research, Publications and Linkages

- More institutional linkages could be explored.
- Encourage young faculty and faculty without research experience and publication to engage in research related activities.

Standard 6: Infrastructure & Learning Resources

- Inclusive infrastructure and learning resources could be strengthened.
- Might like to work on how to maintain continuous water supply.

Standard 7: Student Services

- Strategies to enhance student involvement in IQA practices are happening but could be strengthened.

- Engaging in researching activities with alumni is a great idea. Keep working on it.

Standard 8: Internal Quality Assurance and Enhancement System

- Keep enhancing the good practices of the quality assurance system.
- Policy catering to students with special needs.

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

Bhevi
(Rinchen Dorji)

Name & dated Signature of the Head of the institution

10th Nov. 2023

Seal of the institution



Name & Signature of the assessors:

Name	Designation	Dated Signature
Tashi Chonjur	Chairperson	<i>Tashi Chonjur</i> 10/11/2023
Phintsho Choeden	Member	<i>Phintsho Choeden</i> 10/11/23
Karma Jurme	Member	<i>Karma Jurme</i> 10/11/2023

Name & Signature of BAC/QAAD official

Name	Designation	Dated Signature
N.B Raika	Specialist	<i>N.B Raika</i> 10/11/2023
Sherab Jatsho	Programme Officer	<i>Sherab Jatsho</i> 10/11/2023

Section C: Annexure

Brief CV of Assessors

1. Mr Tashi Chonjur

Highest Education Qualification	Master of Education with Post Graduate Certificate in Education and Certificate in Education planning and Management (2008)
Job Experience	<ul style="list-style-type: none"> a. 2006 – 2009: Principal of Nangkor Higher Secondary School and brought the school in top 10 in the National ranking within three years' time b. 2009-2010: Principal of Chhukha Higher Secondary School and in two years' time, the school was in top 10 in National ranking c. 2011-2014: appointed as District Education Officer through the open competitive selection process
Other Qualification	<ul style="list-style-type: none"> a. Founder and CEO of iED Portfolio Companies since September 2014 till date b. Trained National Accreditor since 2015 c. One of the Lead Trainer and Consultant for iED since 2014

2. Phintsho Choeden

Highest Education Qualification	Master's Degree in Educational Administration, University of New England, Armidale, NSW, Australia (1994).
Job Experience	<ul style="list-style-type: none"> • 2016 – 2020 : Dzongdag of Dagana Dzongkhag (2016 – 2020) • 2015 – 2016 : Director General, Department of Youth and Sports (DYS) • 2011 – 2015 : Executive Director, National Commission for Women and Children (NCWC) • 2005 – 2011 : Director, Research and External Relations, Office of the Vice Chancellor, Royal University of Bhutan. • 2002 – 2005 : Principal (Academic Affairs), National Institute of Education, Paro, Royal University of Bhutan • 2000 – 2002 : Dzongkhag Education Officer, Dzongkhag Administration, Paro • 1994 – 1999 : Principal, Mongar High School, Ministry of Health and Education • 1990 – 1994 : Principal, Chukha High School, Education Division, Ministry of Social Services • 1988 – 1990 : Principal, Sarpang High School, Education Division, Ministry of Social Services • 1984 – 1988 Teacher, Sarpang High School, Education Division, Ministry of Social Services
Other Qualification	<ul style="list-style-type: none"> a. Trained National Accreditor since 2023

3. Karma Jurme

Highest Education Qualification	Master of Education, Edith Cowan University, Perth, Western Australia (2008).
Job Experience	<ul style="list-style-type: none">• 2014 – 2022: Lecturer, Paro College of Education, Royal University of Bhutan• 2008 – 2014: Lecturer, Samtse College of Education, Royal University of Bhutan.• 2005 – 2008: Vice Principal, Damthang Lower Secondary School, Haa, Ministry of Education.• 2003 – 2005: Asst. Head Master, Damthang Lower Secondary School, Haa, Ministry of Education.• 2002 2003: Teacher, Damthang Lower Secondary School, Haa, Ministry of Education.
Other Qualification	<ul style="list-style-type: none">• 2023: Trained National Accreditor since 2023• 2002: B. Ed Primary, National Institute of Education, Samtse.• 2010: Certificate in 'Play and Creativity' and 'School Readiness' Brac University, Dhaka, Bangladesh.• 2003: Certificate in Coaches Course – Level I, International Association of Athletics Federations.

List of facilities visited/checked

List of Facilities visited at SCE (7th November, 2023)

Facility	Number	Capacity
ICT Lab	2	67
Server Room	1	
Multi-media Lab	1	
Library	1	350
Laboratory	6	182
ECCD Centre	1	30
Faculty and staff work station	61	70
Accommodation Student	12	630
Canteen	01	70
Fitness Centre (Work in progress)		
Book Store	01	
Guest House	3	28
Football Ground	2	
Basketball Court	3	
Classrooms	19	660
Conference Hall	2	100
Auditorium/MPH	1	400
Staff Accommodation	28	62
Conference Hall	2	100
Service Centre	3	90
Prayer Hall	1	150
Meditation Hall	1	60
Spiritual Hall	1	50
Dining kitchen	1	320

List of documentary evidence seen/verified and reviewed

Standard	Documents	Remarks
1. Governance, Leadership, and Management	PC ✓ Detailed strategic plan of the college.	Website + Soft copy
	PC ✓ TAT for various Leaders, College Management Committee Plan, few samples of ToRs + details/functions of the College Integrity Club + APA copy	Soft copy + RUB website
	PC ✓ Audit report (external, internal) if any.	Soft copy
	PC ✓ Stakeholder consultation and need analysis report for curriculum development	Soft copy
	PC ✓ Sample of custom designed and tailor-made professional development courses for teachers, counsellors and social workers.	Soft copy
	PC ✓ List of members of the College Management Committee.	Soft copy
	PC ✓ List of committees and meetings conducted in one academic year with evidence.	Soft copy
2. Curriculum Design and Review	PC ✓ Need analysis records	Soft copy
	PC ✓ Records of expert engagements from government, industries and private sector in developing curriculum	Soft copy
	PC ✓ Curriculum review report	Soft copy
3. Teaching, Learning and Assessment	PC ✓ Student's consultation report/sample	Soft copy
	PC ✓ Student's research and project work samples	Hard copy + Soft copy
	PC ✓ Inclusion of technology and AI in teaching and learning sample	Soft copy in VLE
	PC ✓ Student feedback samples on programme/module	Soft copy in VLE
4. Human Resources and Services	PC ✓ Professional Development needs analysis records	+ HR master plan copy Soft copy
	PC ✓ Criteria for Appointment of Programme Leaders and Chairs of different committees	Soft copy
	PC ✓ Continuous improvement plan	College Strategic Plan 11/11 2030 - Hard copy
	PC ✓ HR policy on internal service rules and regulations	Soft copy + RUB website
5. Research, Publications, and Linkages	PC ✓ Student's research and Project work samples	Hard copy + Soft copy
	PC ✓ MoU between SCE and her linkages	Soft + Hard copy
	PC ✓ Collaboration proof	Soft + Hard copy
6. Infrastructures & Learning Resources	PC ✓ Samples of learning materials, such as digital texts compatible with screen readers, Braille versions, and voice-over-equipped presentations	VLE Soft copy
	PC ✓ Library Committee reports and SOPs	Library website
	PC ✓ Innovative initiatives to promote reading	Soft copy
	PC ✓ Lists of hardware and software resources	Soft copy
	PC ✓ Budget allocation for purchase of books and references	Soft copy
	PC ✓ Plans to further enhance and maintain its ICT infrastructure and related facilities	Soft copy 13 th FYP Hard copy

	KJ ✓	Drinking water quality report	Hand copy for three months
		Student satisfaction survey record	TRT Report 2022-2023 Soft copy
	PC ✓	Guideline on Privacy and Disclosure of Personal Information records <i>Te kind of instruction</i>	Soft copy.
			S
	PC ✓	Welfare policy document	Soft copy
		Inclusive policy	Soft copy
7. Student Services	PC ✓	Mess menu	Soft copy
	KJ ✓	Feedback on meals	Soft copy
		Guideline for Student Election.	Soft copy
	KJ ✓	Sexual harassment policy	Soft copy
	PC ✓	Tracer study record	AR ² RUP website (2020-2021)
		Alumni feedback records X	Soft copy
		Alumni Profile Database.	VLE, Website (see)
8. Internal Quality Assurance and Enhancement System	KJ ✓	Meeting of Minutes on IQA (committees)	Website - Soft copy
	KJ ✓	Technology and AI in teaching and learning samples	VLE, Soft copy
	KJ ✓	Online System for Field Practicum (FP) and School Immersion and Teaching Practice (SITP)	VLE,

List of Meetings conducted

1. Management

Attendees for the Meeting with the College Management
Samtse College of Education, Samtse Bhutan
6th November 2023

Venue: RIGPA HALL
Time: 9:30 AM - 11:00 AM

Sl. No	Name	Designation	Contact Number	Signature
1	Mr Tashi Chonjur	Chairperson	17975757	
2	Ms Phintsho Choeden	Assessor	17606394	
3	Mr Karma Jurme	Assessor	17680255	
4	Mr NB Raika	Secretariat	17727170	
5	Mr Sherab Jatsho	Secretariat	17756908	
6	Mr Rinchen Dorji	President	17734040	Attended
7	Ramesh kr. Chhetri	DSA	16903958	
8	Bhupen Gurung	Faculty	17662594	
9	Sangay Dawa	Offg. Librarian	77476414	
10	Kinzang Dorji	HOD STEM dept	17618945	
10	Kezang Yoden	Estate Manager	17725322	
11	Sithar Chozom	Administrative Officer	17446449	
12	Kuenzang Gyeltshen	Dean AA	17651308	
13	Peyago Uzoan	Accountant	17861993	
14	Sonam Rinche	DRIL	17584213	
15	Dechen Doma	Staff Representative	17397040	
16	Tashi Gyeltshen	HOD DAHE	17660387	
17	Tenzin Jamtso	Sr. Electrician	17676956	

2. Faculty

Attendees for the Meeting with the Faculty
Samtse College of Education, Samtse Bhutan
6th November 2023

Venue: RIGPA HALL
Time: 12:00 PM - 1:00 PM

Sl. No	Name	Designation	Contact Number	Signature
1	Mr Tashi Chonjur	Chairperson	17975757	
2	Ms Phintsho Choeden	Assessor	17606394	
3	Mr Karma Jurme	Assessor	17680255	
4	Mr NB Raika	Secretariat	17727170	
5	Mr Sherab Jatsho	Secretariat	17756908	
6	Tandin Penjor	Lecturer	17822511	
7	Sonam Dalcer	Assistant Professor	17685457	
8	Ran Singh Tamang	Lecturer	17715947	
9	Sonam Wangmo	Lecturer	17831125	
10	Sangay Tshering	Lecturer	17257607	
11	Nandu Cini	Professor	17680136	
12	Chapelu	Lecturer	17660749	
13	Pema Doulepa	"	17925708	
14	Kuenzang Gyelchu	Dean AA	1751308	

3. Support Staff

Attendees for the Meeting with the Support Staff
Samtse College of Education, Samtse Bhutan
6th November 2023

Venue: RIGPA HALL

Time: 2:00 PM - 3:00 PM

Sl. No	Name	Designation	Contact Number	Signature
1	Mr Tashi Chonjur	Chairperson	17975757	
2	Ms Phintsho Choeden	Assessor	17606394	
3	Mr Karma Jurme	Assessor	17680255	
4	Mr NB Raika	Secretariat	17727170	
5	Mr Sherab Jatsho	Secretariat	17756908	
6	Madan Chapagai	Cleaner	79259694	
7	Sangay Dorpa	Librarian	77476484	
8	Tshering Chemo	Personal Assistant	17962155	
9	Sabiten Dorjee	Messenger (Reprographic)	17556136	
10	Yonten Jamtsho	ICT Technical	17507917	
11	Chador Tshering	Carpentry	17852401	
12	Wangchen Wangchi	Security	17656768	
13	Lodoy Wangchuk	Gardener	77757108	
14	Pema Letho	Driver	02641880	
15	Sangay Yangzom	Lab Assistant	17280655	
16	Sonam Phuntsho	Resident caretaker	17784949	
17	Kamgyal Wangchuk	Gardener	17936572	
18	Chundu Dorji	Lib Asst	17754991	
19	Chandra Namron	Cook	77467157	
20	Pema Sandrup	Cook	17926107	
21	Chaki Nupel	Lab Asst	17230557	
22	Lechenen Gungyap	Cook	77283245	
23	Asuu Wuying	Cook	17846282	
24	Devi Prasad	Guardian	77368791	

4. Students

Attendees for the Meeting with Students
Samtse College of Education, Samtse Bhutan
6th November 2023

Venue: RIGPA HALL
Time: 2:00 PM - 4:00 PM

Sl. No	Name	Designation	Contact Number	Signature
1	Mr Tashi Chonjur	Chairperson	17975757	
2	Ms Phintsho Choeden	Assessor	17606394	
3	Mr Karma Jurme	Assessor	17680255	
4	Mr NB Raika	Secretariat	17727170	
5	Mr Sherab Jatsho	Secretariat	17756908	
6	Ms. Thiewang Nambu	Councillor	17678050	
7	Chok' Gyeltshen	Proyer Councillor	778216000	
8	Tandin Wangmo	Class Representative	17569569	
9	Pema Lamsel	Club coordinator	17637619	
10	Kuenza Bicho	councillor	17678297	
11	Sonam Penzo	Class Representative	17435642	
12	Sangay Namling Yoeser	Class Representative	17449341	
13	Sonam Namgyel	Class Representative	17687715	
14	Kabza Namgyel Gyeltshen	Class representative & Club coordinator (7771949)		
15	Xinam Wangyel	Class representative	17726419	
16	Sonam Deyi	Club coordinator	17940884	
17	Nima Wangchuk	Club coordinator	17227410	
18	Namgyel Daji	Club coordinator	77432920	
19	Norzing Wangchuk	Club coordinator	17976771	
20	Kinley Dem	Club coordinator	17276492	
21	Khauchi Wangmo	Councillor	97369105	
22	Kabita Pendrel	club coordinator	77832342	
23	Derben Tshomo	Councillor	77664807	
24	Sangay Dema	Club coordinator	77865052	
25	Tshering Uaden	Club coordinator	77479929	
26	Tshering Uaden	Class Representative	17553527	
27	Tandin Selden	Club coordinator	1733310	
28	Yeshey Selden	CR & Club Coordinator	17416090	
29	Sangay Wangmo	councillor	17644272	
30	Mani Kumar Rai	Class Representative	17357507	
31	Sonam Penjor	" "	17820651	
32	Sangay C. Gyeltshen	" "	77317272	
32	Sondur Daji	Class Representative	1776256	
34	Sabit Pradhan	Club Coordinator	17707435	
35	Karma Tshering	Class Representative	17987118	
36	Thentley Wangchuk	" "	17892176	
37	Karma Dechen Tshering	Class representative	77344342	
38	Sangay Nidup	Councillor	77681346	
39	Pema Tam	Counsellor	17941866	
40	Guan Bish keshi	CR	17801886	
41	Kuenzang Dema	Club Coordinator	17790538	

List of assets and properties valuation

Summary of valuation

Sl.no	Particulars	Total Value Nu	Remarks
1	Land	210,934,478.37	
2	Buildings	339,338,583.76	
3	Vehicles	11,740,677.13	
4	Furnitures	20,583,687.50	
5	IT Equipments	16,029,441.00	
6	Office equipments	2,374,179.00	
7	Electrical equipment	6,029,063.00	
8	General equipment	2,508,876.00	
9	Laboratory equipment	2,137,846.50	
10	Dinning & Kitchen Equipment	1,174,002.00	
11	Musical instrument	194,400.00	
12	Cultural & Ceremonial item	4,488,582.00	
13	General tools	44,851.99	
14	Library books	6,758,775.53	
	Total	624,337,443.78	

Schedule of the site visit

Day	Activities	Remarks
6 th November, 2023 (Monday)	<ol style="list-style-type: none"> 1. Meeting with the management 2. Meeting with academic staff 3. Meeting with non-academic staff 4. Meeting with student representatives 5. Debriefing 	<ul style="list-style-type: none"> • Presentation and discussions. • Question and answer sessions
7 th November, 2023 (Tuesday)	<ol style="list-style-type: none"> 1. Campus tour 2. Validation of ISAR by the accreditation team 3. Assessors' meeting and evidence verification 	<ul style="list-style-type: none"> • Guided campus tour • The college to provide an additional or supporting documents for validation if require.
8 th November, 2023 (Wednesday)	<ol style="list-style-type: none"> 1. Classroom observation 2. Assessors' meeting/ evidence verification 	<ul style="list-style-type: none"> • Assessor's team members visits different class.
9 th November, 2023 (Thursday)	<ol style="list-style-type: none"> 1. Evidence verification by the accreditation team 2. Share the draft Assessor's Report with the institutes by 2 PM 3. Institute shared the Assessor's Report with the assessors with comments, if any by 5 PM. 	<ul style="list-style-type: none"> • The institute can seek any clarification from assessors after the receipt of draft Assessor's Report.
10 th November, 2023 (Friday)	<ol style="list-style-type: none"> 1. Assessors finalize the report 2. Exit meeting (present and sign the report) 	<ul style="list-style-type: none"> • The assessors will present preliminary findings to the management.