



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT COLLEGE DERA BASSI
• Name of the Head of the institution	Dr Amandeep Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01762280093
• Mobile No:	9781888488
• Registered e-mail	naac.gcderabassi@gmail.com
• Alternate e-mail	akaur.arora70@gmail.com
• Address	Government College Dera Bassi
• City/Town	Dera Bassi
• State/UT	Punjab
• Pin Code	140507
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Punjabi University, Patiala
• Name of the IQAC Coordinator	Dr Amarjit Kaur
• Phone No.	0762280093
• Alternate phone No.	0762280093
• Mobile	9781888488
• IQAC e-mail address	naac.gcderabassi@gmail.com
• Alternate e-mail address	akaur.arora70@gmail.com
3. Website address (Web link of the AQAR (Previous Academic Year))	https://gcderabassi.ac.in/Uploads/NAAC/AQAR%202020-21.pdf
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://gcderabassi.ac.in/Uploads/NAAC/Academic%20Calendar%202021-22%20GCD.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.4	2004	15/02/2004	15/02/2009
Cycle 2	B	2.29	2016	18/02/2016	18/02/2022

6. Date of Establishment of IQAC

15/07/2002

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	RUSA	Centre	2021	Nil
Institutional 1	State Govt	State	2021	27503644

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Introducing two skill development courses offered by Jagat Guru Nanak Dev Punjab State Open University, Patiala (Punjab) i.e Certificate Course in Entrepreneurship ,Creativity and Innovation in Business and Ceritificate Course in Creative Writing and Content Development. 2. Visiting schools in surrounding villages to motivate students to take admission in our college in order to increase GER. 3. Beautification of college building under College Managing Committee (CMC). 4. Implemented MIS and data of students uploaded on the website of the Department of Higher Education, Punjab. 5. Staff members participated in community service by helping Health Department of Punjab with their Corona Vaccination Drive.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Plan to increase the GER	GER got increased by 10 per cent
To increase interaction with industry	Skill Enhancement Programme for students (free of cost) by Mohindra Pride
Beautification of the college to be undertaken	Student Centre, academic block and boundary wall painted from outside
To introduce skill development programmes	Two Certificate Courses Of Jagat Guru Nanak Dev Punjab State Open University introduced in March 2022
To strengthen ties with Alumni	Alumni meet conducted in March 2022
To reduce use of plastic on the campus	Plastic collected from campus and homes and given off
To increase community engagement	Two vaccination drives held on the campus
To renovate labs	Fine Arts, Physics and Chemistry labs were renovated
To increase IT infrastructure	Two wi-fi printers and three laptops were bought
To introduce MIS	Data of students uploaded on the MIS site of the Dept of Higher Education

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	03/12/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	21/12/2022

15. Multidisciplinary / interdisciplinary

The college is open to the idea of multidisciplinary education. It will benefit the students in many ways. The flexibility to study subjects across different streams such as science, humanities and commerce will lead to the enhancement of multiple skills among students and sustain their interest in studies. But the new system has to be implemented from above. As the affiliating university and the Higher Education Department make the required amendments in curriculum and its delivery, the college will step in to do its part.

16. Academic bank of credits (ABC):

Introducing a flexible teaching-learning process is the need of the hour. The college is aware of the concept of Digi locker facility for the students. But the staff and students need proper training about the maintenance of the Academic Bank of Credits. Only then the advantages of holding this digital/virtual/online entity can be extended to students. Furthermore, the universities need to establish a formal system of granting of degrees through credit recognition, credit accumulation, credit transfer and credit redemption as per the guidelines of UGC. The DPI office and the affiliating universities need to work out a detailed procedure for operating this virtual repository or credit 'database' on ABC Platform. To start with all the students have been asked to create their ABC - ID.

17. Skill development:

Keeping in view the goals of NEP- 2020 about the relevance of current education, the college is offering two skill development courses -- Certificate Course in Entrepreneurship, Creativity and Innovation in Business and Certificate Course in Creative Writing and Content Development since March 2022. The certificate awarding university will be the open university Jagat Guru Nanak Dev Punjab State Open University, Patiala (Punjab). After evaluating the success of these courses, more such courses can be started. The admission to these courses is also open to external candidates.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The present curriculum already offers courses in two Indian languages - Punjabi and Hindi. The courses in other Indian languages may be considered if the infrastructure and facilities are provided to teach them. As the curriculum is prepared by the university, only the affiliating university can incorporate the Indian knowledge system in its curriculum.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The first step towards the outcome based education is curriculum design which has to be done by the affiliating university. By the time it is implemented, the IQAC plans to enrich and equip its staff with new teaching strategies for the curriculum delivery. The college will try to align the restructured programmes with its vision and mission and use the locational factors to its best advantage. For example, Dera Bassi being an industrial town, students can be trained according to the needs of the local industry. As for the preparedness of the institute for OBE, its staff is dynamic, technology savvy and willing to update itself for the monumental task of NEP implementation. They can attend FDPs on OBE so that they can be NEP ready in future.

20.Distance education/online education:

The staff and students got familiar with online classes during the lockdown. The teachers continue to provide ppts, notes, links to relevant subject specific sites and material in their student whatsapp groups. So the staff is already following a blended mode of teaching. In addition, the college is running two courses offered by Jagat Guru Nanak Dev Punjab State Open University, Patiala (Punjab) i.e Certificate Course in Entrepreneurship, Creativity and Innovation in Business and Certificate Course in Creative Writing and Content Development. These courses will enhance the employability of the students by increasing their skill level.

Extended Profile

1.Programme

1.1 360

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student2.1 1566

Number of students during the year

File Description	Documents
Data Template	View File

2.2 281Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 513

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 35

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 30

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	360
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1566
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	281
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	513
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	35
File Description	Documents
Data Template	View File

3.2	30
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	50.44622
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	56
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Government College Dera Bassi- a pioneering institution of higher education in Dera Bassi Tehsil of District SAS Nagar Mohali, Punjab is affiliated to the Punjabi University Patiala. The institution is continuously contributing to the academic excellence of the region. The foundational idea of the institution was to deliver quality education among the students of rural area. The college is presently offering graduate courses in Arts, Commerce, Science (Non-Medical) disciplines, along with it college also offers B.Com (Honors) and BCA degree courses under Self Finance Scheme. With the primary aim of academic excellence, the college also gives equal importance to inculcating moral values and character building among students. Being an affiliated college, the institution does not have autonomy to frame the syllabus and structure of courses, but it tries to teach the prescribed syllabus of the University. The planning and method of teaching are based on the needs of the course & curriculum. As courses of Commerce require interaction with the industrial

sector, so learned faculty tries to make possible such interactions through different events. Similarly, subjects like Home Science, Environment and Road Safety Awareness, Geography & Sociology have provisions of field study, surveys & study tours. Apart from these activities the institution also tries to bring ICT methods in classroom teaching through smart classrooms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The departments develop action plan for effective implementation of the curriculum. The syllabus is divided into month wise or unit wise plan or lesson wise so that study content can be delivered to students in time.
- The curriculum includes not only traditional class teaching but associatory methods such as Group discussions, seminars, video lectures , webinars, case study, mini projects , assignments workshops, industrial visits , educational tours.
- Assessment is based on the Internal evaluation, attendance and behaviour of the students. Curriculum and Academic Calendar are provided by the University. Course plan is provided to students at the start of semester itself. Class attendance registers are scrutinized by the Principal.
- Invited lectures by domain experts are arranged for the students. Industrial and field visits are organized to various places. Placement and career guidance cell also put all around efforts to get employment for the students through Job fairs.
- Periodical Feedback is obtained from the students on teaching and other related activities of the college.
- Regular IQAC committee meetings are held to review teaching Learning process and academic progress of the students and to address their grievances.
- Faculty Members of the college act as question Paper setters, almost all are members of University Examination Evaluation team.
- The documentation of the data related to admissions and assessment is online done and saved.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gcderabassi.ac.in/Uploads/NAAC/Academic%20Calendar%202021-22%20GCD.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

45

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

45

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

As Government College Dera Bassi is affiliated with Punjabi University, Patiala so curriculum is primarily drafted and structured by the different boards of studies of faculties. But prescribed syllabus and curriculum of different courses deal with the aspects of Gender, Human Values, Environment and Sustainability. The undergraduate programs like Bachelors of Arts through different subjects deal with the aspects of human values and gender. The curriculum of Sociology, Political Science and Literature inculcate multiple aspects of gender and human values. As the foundation of Social Sciences- sociology unfolds the societal relevance of gender including its position in primary and secondary groups. Similarly, the curriculum of Political Science

focuses on the idea of 'Gender Justice' in Political Theory and the Indian Constitution. Apart from the theoretical and constitutional meaning curriculum of Political Science also looks towards Gender Justice Movements and their demands. Environment Safety and Sustaibility hold a vital part in our social life, so it is mandatory to make them part of teachings at a different level of education. Punjabi University, Patiala has the provision of a qualifying paper titled 'Environmental and Road Safety Awareness' in all under-graduate courses. Teachers of Government College Dera Bassi is teaching different aspects of environment protection to students of all undergraduate courses- BA, BCom, BCom (Hons.), BCA & BSc. The motivatioinal idea for the teaching of the paper 'Environmental and Road Safety Awareness' is to make students aware of enviornmental threats we are facing and viable options available.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

195

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://gcderabassi.ac.in/Uploads/NAAC/STUDENT%20SATISFACTION%20SURVEY%202021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

720

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

606

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The teachers track the progress of individual students through their classroom performance, response and MSTs. They are accordingly taught, guided and counselled. The weak students are instructed in the mother tongue so that they can easily comprehend their lessons. They can also approach their tutors if they face problems in grasping. Teachers give extra time to weak students if so required. The brighter students are identified. Teachers share links to higher level study material with advanced learners and also make sure to refer them to relevant clubs, committees in the college for polishing their skills. Expert lectures, workshops, exhibitions are organised to boost the level of confidence among students from backward areas and lower socio-economic strata. Such activities go a long way to level the differences in learning levels of students.

File Description	Documents
Link for additional Information	nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1566	35

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college continuously tries to enrich and enhance the learning experience of its students using various methods. Some courses have field trips integrated into their curriculum. They get practical knowledge of their subject through these trips. Apart from this, they are made to present in seminars and attend exhibitions which adds to their experience. Either the departments organise the exhibitions like Fine Arts Department and Home Science Department or the students are taken to other institutions for attending exhibitions for example science exhibition. Students get ample opportunities for participative learning in workshops, group discussions, expert lectures, nukkad plays which are regularly organised by the departments. Students are made to do assignments during the semester which forms the basis of their internal assessment.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers at the institute have been continuously updating themselves on the technology-enabled teaching. This transition became rapid during COVID lockdown. Whatsapp groups of different classes were created and classes were held online during this period using Google Meet or Zoom. Earlier also teachers prepared study material according to the needs of the students and it was uploaded on the website for their benefit. The college campus is wi-fi since 2015 and it is being continuously upgraded since then. There are two well equipped smart classrooms, a seminar hall and two computer labs which can be used for effective teaching learning. For example students are shown ppts, Youtube videos and movies based on their lessons. Apart from this there are sufficient laptops for teachers to use. The library has an e-catalogue and provides N-List facility, a data base containing books and journals. The college is planning to buy an interactive panel to further improve the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

08

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1 - 23

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment is highly developed, rigorous and transparent. It was introduced by the affiliating university many years ago and is well established. Mid-semester tests are conducted for students, question papers are properly set and the result discussed with students. The students are also assessed on the basis of their attendance, response in the classroom, performance in their assignments. All the factors form part of the assessment of a student. The setback due to lockdown has been reversed successfully and the students are subjected to testing and assessment with greater rigour and transparency. The students are informed about their attendance by displaying on the notice-board and internals on the e-campus and discussed with students to remove any discrepancies.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To ensure impartial examination, all the norms of the Punjabi University are followed by our college. The Registrar and examination team of the college ensures the redressal of grievances related to the internal examination.- As per the reforms in the internal assessment for the semester system, 50%, 30% & 20% weightage is stipulated for MSTs, class projects and attendance. Examination branch keeps a check that the duties of the same departments are not set while conducting the internal examination to avoid any influences. If there are any grievances in the question paper, the examination branch takes responsibility to resolve it. Internal evaluation is done by the concerned faculty members and is, at random, cross verified by the HODs. The students are shown their exam sheets. If they are dissatisfied with their score, they can approach their respective teachers and clear their doubts. However, no such case has been reported so far. Students who are not able to appear in the MST due to some medical reason or any genuine reason are subjected to a special test and are assessed on the basis of the test.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

As the curriculum is designed by the affiliating university, the Programme and course outcomes are stated along with the syllabus of that particular course on the university website. They are communicated to the students by teachers who share the course contents as well as its outcomes with the students in the classroom at the beginning of the session. The college is planning to put course outcomes in its prospectus as well as on the website of the college in the coming session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The teachers continuously push and motivate the students to achieve the learning objectives of a course. The institution tests the attainment of programme and course outcomes through MSTs, assignments, viva-voce, practicals, curriculum enrichment activities, interaction with industry etc. Teachers assess the level of a student on the basis of his/ her performance and guide the student accordingly. By the end of the course, most of the students are able to achieve the stated outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

508

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://gcderabassi.ac.in/Uploads/NAAC/STUDENT%20SATISFACTION%20SURVEY%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	NIL

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the

year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
11	
File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File
3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
1	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year	
2	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File
3.3 - Extension Activities	

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

As Government College, Dera Bassi is situated in a small town, it has a close knit society and high inter-departmental interaction. The college works in close proximity with community and local administration. Students/ volunteers are involved in a variety of extension activities through NSS, Red Ribbon Club and SVEEP. The college organised two vaccination camps on the campus in collaboration with Civil Hospital, Dera Bassi. The staff also served in the 100% vaccination drive in various villages of Punjab. NSS volunteers and other students participated in all Central Government schemes and programmes like Azadi ka Amrut Mahotsav, Fit India Run Movement, Clean India, Green India, Mera Gaon, Meri Dhrohar and so on. Under these programmes, they went to surrounding villages for plantation drives and organised rallies for awareness generation. In collaboration with the local administration, members of SVEEP committee along with students tour the surrounding areas and spread awareness about the right to vote and its importance. Such activities have a positive impact on students sensitizing them to social issues, hence turning them into informed citizens and valuable human resource.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

25

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1300

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institutional authorities continuously strive to add to the existing infrastructure and physical facilities but within the available number of classrooms, laboratories and computing equipment, the college is working hard to provide the best learning environment to students. At present, the college has seventeen class rooms and five laboratories and about 56 computers which are being used for academic and administrative purpose but the college requires at least 10 more class rooms and two laboratories in different departments of college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college gives best facilities for cultural activities, sports and gymnasium activities. The college has a well equipped Physical Education department, with a well maintained 400-meter track, Kho-Kho court, Kabaddi court, Volley ball court, Badminton Court, Football Ground, Table Tennis Chess Board. The college provides separate Gym for boys and girls with machines Olympic barbell, Pec Deck Machine, Treadmil, Elliptical Cross Trainer, Swiss ball, Leg Raise Bench, Leg Curl Extension Bench, Dumbbells, Weight Plate with Plate Stand, Indoor Bike Trainer, Dip/ Chin Assist Machine. The college is also having cricket kit, Handball poles, Yoga Mats, Football net, Badminton Net, Weighing Machine, Leg Massager Machine, Tug of war rope. For Cultural activities, the college has a proper Cultural and Youth Club Committee. In September and October every year the students participate in Zonal and Inter-Zonal Youth festivals and win many prizes in different events organised by the affiliating university.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gcderabassi.ac.in/Uploads/NAAC/ICT%20enabled%20rooms.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

10.39

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has a well-equipped library as an integrated knowledge resource with usage of a partially automated Integrated Library Management System (ILMS) computerized with Inlibnet Software. It has 17655 books, along with periodicals and reference books. In addition to the main library, the college has a separate library for self-financed courses i.e. HEIS library having 1700 books. The college library has access to e-journals under the e-shodhsindhu program of INFLIBNET. All e-resources are accessible locally within the campus. The students and staff are registered on Inlibnet through a username and password. Library has a seating capacity of nearly 100 students. For browsing and relaxed reading an ICT room has been separately created with excellent ICT infrastructure and seamless access to Internet. The library has a

separatereference section with rich collection of Encyclopedia Britannica, Encyclopedia Americana, Year Books, Atlases etc.. Besides these, the Library is also equipped with the latest e-journals by the UGC-INFONET Digital Library Consortium, accessible through campus-wide LAN.. Initiatives taken by the college library are: ; 1. Free WI-FI, internet access, download and printout facility have been provided. 2. Reprographic facilities. 3. Organization of Book Exhibitions/Display of new books. 4. Proper system of feedback from users to improve library services. 5. System of recommendation for purchase of books through Departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.55

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

40

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college provides computer facilities, internet bandwidth facilities of 300 Mbps within college Campus all the time. The WiFi installed since 2015 had been updated with Wi-Fi routers/ 11 D link access points and a dedicated Cyberoam Fireball for security from spoofing attacks, subscription being renewed every year but now Sophos Fireball has replaced Cyberoam Fireball. Students have facilities of e-mail, net surfing, up/down loading of web-based application, besides helping them in preparing projects, seminars through computing & communication resources. The IT facilities that are available in supporting academic and non-academic activities include: 1) Desktop computers connected to Campus Network in all departments. 1 and Laptops & LCD projectors available in all smart rooms. 2) Laser Printers to various committees 3) Curriculum based software are regularly updated based on the need for every semester. 4) All the latest Software are regularly updated to keep in pace Wi-Fi with development. 5) Two laboratories are equipped with projectors and multimedia .6) All computer systems have back up Power Supply through Gen set . Regular maintenance is done by the vendor during the warranty period and by the in-house technical teams as per requirement .

File Description	Documents
Upload any additional information	View File
Paste link for additional information	nil

4.3.2 - Number of Computers

56

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

11.5

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

To provide modern teaching learning environment to students some classrooms have been equipped with projectors and multimedia etc. Desktops or the laptops have been issued for effective teaching through latest technology. The website is there to provide online information Stock list checking of assets is done on a regular basis. Repairs of class rooms, labs, water supply equipment and electricity equipment is properly done Deputed SLAs and JLAs work to maintain labs. Fire extinguishers have been installed for protective measures.. For overall smooth functioning of the library, the library committee takes decisions regarding development policy, clearance of old newspapers and magazines. The library is registered with Inlibnet. The Dept of Physical Education has two permanent Beldars to maintain sports complex and equipment. Class IV employees are deputed from time to time according to the requirement. Students are trained to participate in the competitions. IQAC of the College defines policies related to workshops/seminars/conferences for students and staff. Employees have been deputed under HEIS for the maintenance of computers (Hardware and Software), The Computer Dept keeps updating software related to administration and teaching. The department hires services for repair of laptops, updation of wi-fi and software, CCTV, etc. .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

395

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

66

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
312	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
312	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

90

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

159

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

23

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

20

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Institute has facilitated representation as well as involvement of students in administrative as well as co-curricular and extracurricular activities. As members of Buddy Groups they help and counsel each other. The IQAC committee too has three student members on its panel. They are indirectly represented by their parents in PTA.

Students are allowed to organize welcome and farewell parties under the supervision of staff. They are also the active volunteers of NSS and Red Ribbon Club undertaking activities like plantation and cleanliness drives under various government schemes.

The associations/societies of the individual departments have students as office-bearers. These Associations/ societies/ clubs involve students for organizing various events.

The following societies are active in the college:

1. Science society
2. English Literary Society
3. Punjabi Sahitsabha
4. Home Science Department Society
5. Fine Arts Club

6. Geographical Society**7. NSS Unit****8. Red Ribbon Club/ Red cross/ Drug Deaddiction committee****9. Cultural activity and Youth Services Club**

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

209

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association (earlier OSA) has always been supportive to the college bridging the gap between the alumni and the institution. Alumni Committee has elected executive members to

administer the association with the Principal as one of its members. The college and the association work closely to accomplish the vision and mission of the institute. The association promotes Sports and "Green environment initiatives" of the college. The 'Morning walkers Club' of the association helps in maintaining the track. People in the close vicinity are able to use the college track for sports activities before /after the college timings . An interaction program is conducted every year with Alumni to discuss plans for the growth of students and the institute through career guidance and employability. With the help of Forest department and old student association (OSA), "Green Environment project" was accomplished. Alumni members donated 600 plants of medicinal value. Nearly 200 saplings were planted in the adopted villages of Mukandpur and Dandrala. To name a few : Chakrasla, Kusam, Neem, Shahtut, Kadam, Harad, Baheda, Awala, Kachnar, Pinkashla, sukhchan, Sawajna, Silveroak, Tahli or Sisham, Molsari etc. were planted on the campus.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The success of the institution's vision and mission is driven by its dedicated and hardworking faculty members, staff and students. To make itself the preferred destination for aspirants of higher education from the surrounding areas, all relevant information is provided and updated on its website from time to time, apart from this, the students of 12th standard studying in nearby schools are made aware about the courses being taught and the facilities available in the college through school visits by

faculty members. Students are encouraged to take part in extra-academic activities like Sports, musical performances, art activities etc. With the use of Audio-Visual aids in classrooms and availability of Computers and Internet facility the college is taking some progressive steps towards bridging the digital divide, achieving its mission of providing quality education to students and making learning engaging and easy. The affordable fee structure, good collection of different types of books in Library, scholarship schemes for students, provision of reservation for students belonging to weaker sections of society at the time of admission and organization of career related talks and seminars are some of the steps taken by Government College Derabassi which are helping us in achieving our mission and materializing our vision.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

1) Participative Management Horizontal system of management paves way for swift decision making. Decision by consensus, transparency and combining inputs from all stakeholders are the core attributes of our decision making process. We have Departmental heads for all the UG programs. During monthly meetings of these heads with the Principal, important issues are discussed and requisite action plans are chalked out. Every department plans and conducts its own curricular and co-curricular activities with the suggestions from staff and students and the consent of the Principal. Easy accessibility to the management and the principal enables staff members and students to give suggestions, this has led to greater inclusion, participative management and better decision-making.

2) Formation of various committees to promote Administrative Freedom and Decentralization Operational autonomy is achieved through various committees and the heads of these committees report to the Principal.

File Description	Documents
Paste link for additional information	https://gcderabassi.ac.in/Uploads/NAAC/Organogram_2021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Government College Derabassi is committed to a strategic planning process that supports achievement of our mission and materialization of our progressive vision. Our plans aim at making continuous improvement and support the involvement of our stakeholders including the faculty, staff, students, parents and local community. The primary purpose of planning is to ensure the optimal utilization of available resources and achievement of strategic aims that support our mission and vision.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://gcderabassi.ac.in/Uploads/NAAC/Strategic_Plan_2021-22.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Horizontal system of management paves way for swift decision making. Decision by consensus, transparency and combining inputs from all stakeholders are the core attributes of our decision making process. We have Departmental heads for all the UG programs. During monthly meetings of these heads with the Principal, important issues are discussed and requisite action plans are chalked out. Every department plans and conducts its own curricular and co-curricular activities with the suggestions from staff and students and the consent of the Principal. Easy accessibility to the management and the principal enables staff members and students to give suggestions, this has led to greater inclusion, participative management and better decision-

making. Operational autonomy is achieved through various committees and the heads of these committees report to the Principal. The various committees formed by the institution help in effective functioning of our college. The objectives and functions of the committees are organized according to the instructions of the head of the institution.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the Institution webpage	https://gcderabassi.ac.in/Uploads/NAAC/Organogram_2021-22.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Welfare Measures for Teaching Staff ? Medical leave (full pay/ half pay), Earned leave, Maternity leave, Child care leave ? LTC, Mobile Allowance ? Loan Against Provident Fund ? Medical re-imburement ? Study leave under career advancement Programmes for pursuing Higher Education Welfare Measures for Non-Teaching Staff ? Medical leave (full pay/ half pay), Earned leave, Maternity leave, Child care leave ? LTC, Mobile Allowance ? Loan Against Provident Fund ? Medical re-imburement

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

06

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal is conducted to evaluate the work performance and identify the strengths and shortcomings of our teaching and non-teaching staff members, it enables them to reinforce their strong points and improve their shortcomings. The

performance appraisal system is crucial as it informs the future decisions and strategies of the institution.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution has established a mechanism for conducting internal and external audits on financial transactions to ensure financial compliance.

Internal Audit: College accounts are audited annually by professional auditors. It was audited by Ved Parkash & Co in the financial year 2021-22.

External Audit : External Audit is conducted by the office of the Principal Accountant General (Audit) Punjab, Chandigarh. External Audit is conducted with reference to the CAG of India's (DCP) Act 1971 and Auditing Standards and Regulations on Audit and Accounts 2007 issued by the CAG of India.

Mechanism for settling audit objections: Any irregularity , inefficiency found or questions raised during Internal and External Audits are duly noted and attended to promptly and replies to objections raised in Inspection Reports are furnished within the stipulated time frame. Our institution ensures the timely settlement of objections by taking remedial actions and streamlining procedures.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

No institution can achieve its mission and vision without sufficient financial resources. But only the availability of the resources is not enough, monitoring the effective and efficient use of available financial resources is equally important. Along with tuition fee, grants from various Government and Non Government agencies, funding from alumni and Community Mobilization to engage the local community to invest in their own future are some add on resources for mobilisation of funds. These funds are utilised for all recurring and non-recurring expenditures. All the major financial decisions are taken by the institute after consultations with different committee heads, financial advisors and the Principal. The quotations called and purchase orders are placed after negotiations. All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items. Both external and internal financial audits are conducted to verify the compliance.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC has contributed significantly in the implementation of

quality assurance strategies and processes by holding regular meetings, providing inputs for best practices in administration, efficient resource utilization, best services to student and staff, audit, teaching and learning etc.

Steps Taken By IQAC

1. Introducing two skill development courses offered by Jagat Guru Nanak Dev Punjab State Open University, Patiala (Punjab) i.e Certificate Course in Entrepreneurship ,Creativity and Innovation in Business and Ceritificate Course in Creative Writing and Content Development.
2. Visiting schools in surrounding villages to motivate students to take admission in our college in order to increase GER.
3. Beautification of college building under College Managing Committee (CMC).
4. Implemented MIS and data of students uploaded on the website of the Department of Higher Education, Punjab.
5. Staff members participated in community service by helping Health Department of Punjab with their Corona Vaccination Drive.

File Description	Documents
Paste link for additional information	https://gcderabassi.ac.in/iqac.php
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews and takes steps to enhance the quality of the teaching learning process. Students are apprised of the academic calendar, Time-Table, syllabi of the courses before the semester commences. The system of continuous evaluation through class tests, MSTs and semester final exams help students in analyzing and improving their performance. The first step towards the outcome based education is curriculum design which has to be done by the affiliating university. By the time it is implemented, the IQAC plans to enrich and equip its staff with new teaching strategies for the curriculum delivery. The college will try to align the restructured programmes with its vision and mission and use the locational factors to its best advantage. For example, Dera Bassi being an industrial town, students can be trained according to the needs of the local industry. As for the preparedness of the institute for OBE, its staff is dynamic, technology savvy and willing to update itself for the monumental task of NEP implementation. They can attend FDPs on OBE so that

they can be NEP ready in future.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gcderabassi.ac.in/Uploads/NAAC/ANNUAL%20REPORT%20ENGLISH%202021-22.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our College strives for the cause of gender equality and sensitizes staff and students to gender-specific challenges and concerns. International Women's Day on (8th March, 2022) was celebrated and Music Department of our college presented songs that were dedicated to women. During Alumni meet on March 12, 2022, Sufi Kalam and songs were sung on motherhood by Music department. A poster-making competition was organised by Sociology Department on women empowerment on May 6, 2022.

Our college has an exclusive garden with gazebo for girls named CHIDIYAN DA CHAMBA (The Abode of Girls).

The college celebrated National Girl Child Day by participating in "Selfie with Daughter" and preparing a collage of these selfies of the staff and their daughters.

Our college time to time educates the young girls to voice their opinions regarding issues related to women. Dos and don'ts of cybersecurity are put on wall magazine and girls' Common Room for awareness. The college has a women anti-harassment cell which instills a sense of security and helps to maintain a harmonious atmosphere amongst the students. In order to provide a safe environment, the campus is under CCTV surveillance. A pigeon hole locker for girls and sanitary napkin vending machine is installed in girls' common room. Gatekeepers are deployed to ensure screening of visitors at the entry points to the college. The college has an active anti-ragging cell, internal complaint cell, grievance redressal cell and counselling facilities for students in the buddy groups.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gcderabassi.ac.in/Uploads/NAAC/gender%20sensitization.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system
Hazardous chemicals and radioactive waste management

Solid waste management : The college segregates biodegradable waste like leaves, peels, leftover food and non-biodegradable waste like paper, glass, metallic waste etc. Biodegradable waste is dumped in a pit to prepare vermi-compost to be used as a manure for plants in college. For this three Pits exist at the backyard of the canteen in which Vermicompost is created from the dry leaves and other organic waste. The non-biodegradable waste is collected by Municipal corporation. E-waste bins have been installed on the college premises and students are encouraged to dispose off e-waste in them. The college collected Plastic waste and organised activities and events to create awareness about plastic pollution.

As the college does not create Biomedical waste and radioactive waste So we don't directly deal with its management. However the college does its best to Page 117/126 16-12-2022 10:45:28 Annual Quality Assurance Report of GOVERNMENT COLLEGE DERA BASSI create awareness among the students through the Subject " Environment - " which is part of the curriculum of Ist year students in Undergraduate classes. Liquid waste is drained out from college into gutters.

Waste recycling system : Best out of waste: Recycled lamp covers were used as flower pots and in the same way old bottles were used as flower vases. Dustbins have been installed and around the campus. Our college has an Environment committee that takes care of all the duties related to environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	NIL
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction

E. None of the above

of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To build an attitude of tolerance among the youth during this pandemic time and to make them morally responsible, the college organizes several activities that inculcate ethical and spiritual values among them thus building an environment of communal harmony. The days commemorated for religious purpose are the

Birthdays and martyrdom days of Sikh gurus. The college caters to students belonging to different castes, communities and socio-economic strata and it treats all of them equally. The student who fulfill the eligibility conditions, get scholarship irrespective of their religion. Despite the differences in their socio-cultural background, no case of intolerance toward each other's cultural, regional values has been reported in the last five years. The fact that all festivals, like Basant Panchmi, plantation drives, International Women's Day, International Book day and Yoga Day and benefits of Traditional foods for our health, under Ek Bharat Shreshtha prepared Andhra Pradesh cuisine displayed on banana leaves are celebrated together points towards the harmonious co existence of all cultures and traditions.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The celebration of important days like Republic Day, Independence Day, Constitution Day, Unity Day, National Voters' Day are the reminders to the staff and students of the college to uphold the dignity of our country by becoming responsible citizens. All days of national importance are celebrated with zeal and enthusiasm. The college closely works with the local administration to celebrate the days of national importance. Its grounds are used for most of the government functions and the college ensures full participation of its staff and students in them. Lectures, webinars, poster-making, slogan writing competitions are organised by the college to mark other days like Unity Day, Constitution Day or Martyrdom Day of Shahid Bhagat Singh. Following Govt directions, the college participates in all national missions/ campaigns like Azadi ka Amrut Mahotsav, Fit India Run, Green India, Clean India and so on. Activities conducted under these programmes connect all Indians and consolidate the feelings of national integration. The college celebrated National Girl Child Day in online mode by starting "Selfie with Daughter" programme. Students often participate in the activities of Nehru Yuva Kendra,

an organisation that continuously makes efforts to involve the Indian youth in the nation building. One of our students, Amanpreet Singh, went on to represent the state in declamation contest on the subject of patriotism and nation building.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates all days of national importance, relevant international days, festivals and commemorative days. They are put on the academic calendar at the beginning of the session. They

include Independence Day, Republic Day, National Voters' Day, Constitution Day, National Girl Child Day, Teachers' Day, International Women's Day and so on. The college celebrates festivals in various ways that promote Punjabi culture and heritage. The college organised Diwali Mela, flew kites on Basant Panchmi, prepared dishes from Punjabi cuisine, lighted a bonfire on Lohri etc. The martyrdom day of Shahid Bhagat Singh was observed by holding a poster-making competition for the students. Students of Music department presented songs dedicated to mother on Women's Day. The NSS committee of the institution either organises the events single-handedly or in collaboration with other agencies. The college tries to offer its students a lively, holistic and stimulating environment while studying here.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE - I

Fit Friday programme

Students used to feel tired of continuous sitting and doing academic work. This programme was introduced to give them a break from studies by roping them in various games. It also aims to achieve one of the important goals of NEP-2020, that is integration of sports with studies. The college strength is divided into four houses. Various sports activities are planned to be conducted every Friday. Result:

- Healthy competition developed among students
- Interest in physical activity
- Students are more active and energetic
- Increased focus in studies

BEST PRACTICE -II

Dastak Programme

Dastak was introduced to break the ice and make students talk in a relaxed environment. Students from different streams are invited to the Principal office during fixed hours once in a week. They talk and chat with the Principal and discuss their issues. The Principal listens to their views which are noted down in a register. The Principal comes to know about the problems students encountered. This is a kind of needs analysis that gives the institution an extra edge and paves the way for institutional development. Many of the problems students faced were solved in this way.

Weblink- <https://gcderabassi.ac.in/Uploads/NAAC/7.2.1%20BEST%20PRACTICES%2021-22.pdf>

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Govt College, Dera Bassi, is situated in the small industrial town of Dera Bassi. It has used its unique location and proximity to Chandigarh to its best advantage. As Dera Bassi is a small town, all branches of this close knit society work in tandem. One area in which Government College, Dera Bassi, excels is its symbiotic and organic relationship with its surrounding community, industry, alumni, local administration and other bodies. The college reaches out to them and they reciprocate leading to healthy co-existence and simultaneous growth. The college has reaped rich dividends due to this approach. The local community in the form of Morning Walkers' Club makes use of its track and has taken upon itself the duty of maintaining it in return. The club has also promised to install an Open Air Gym on the campus. Many members of the club are the alumni of the college. The local MLA is also an alumnus of the college. If there is any issue to be resolved at the end of the government, he takes up the issues with the authorities concerned. The local industry representatives, also members of IQAC, are ready to provide training to the students. The college has also signed an MoU with a charitable trust for the skill enhancement of its students.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To strengthen ties with Industry Association, Dera Bassi, for financial assistance for developing infrastructure of the college like construction of Chowkidar Room at the entry gate of the college, repair of washrooms, construction of stairs at Playground and construction/repair of sheds for students.
- 2) To organise a job fair at the college in February/March for campus placement of students.
- 3) To develop better sports facilities in college like creating an outdoor Badminton Court and to provide sports kits to students.
- 4) To register all students of college in the Academic Bank of Credits under NEP.
- 5) To prepare new votes for elections which involves issuing voter identity cards by creating awareness among youngsters regarding electoral system.
- 6) To seek and pursue more grants from higher authorities to complete the under-constructed building of the college.
- 7) To arrange scholarships from NGOs for low income group students of General and BC Category.
- 8) To organise a lecture by an expert on NAAC to discuss the problems being faced by the college in preparing SSR.
- 9) To organise lectures on issues related to sexual harassment
- 10) Preparation for the implementation of NEP 2020 in phased manner.