



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVERNMENT COLLEGE DERA BASSI
Name of the head of the Institution	Sadhna Sanger
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01762280093
Mobile no.	9815969862
Registered Email	naac.gcderabassi@gmail.com
Alternate Email	akaur.arora70@gmail.com
Address	Govt.College,Near Police Station, Derabassi
City/Town	SAS Nagar
State/UT	Punjab
Pincode	140507

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Simmi Johal</b>
Phone no/Alternate Phone no.	<b>01762280093</b>
Mobile no.	<b>9780253780</b>
Registered Email	<b>naac.gcderabassi@gmail.com</b>
Alternate Email	<b>akaur.arora70@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://gcderabassi.ac.in/Uploads/NAAC/C/aqar_report%202016-17.pdf">http://gcderabassi.ac.in/Uploads/NAAC/C/aqar_report%202016-17.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://gcderabassi.ac.in/Uploads/NAAC/Academic%20Calendar%2017-18.pdf">http://gcderabassi.ac.in/Uploads/NAAC/Academic%20Calendar%2017-18.pdf</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	2.4	2004	15-Feb-2004	15-Feb-2009
2	B	2.29	2016	19-Dec-2016	18-Feb-2021

<b>6. Date of Establishment of IQAC</b>	<b>15-Jul-2002</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

No Data Entered/Not Applicable!!!

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. College Dera Bassi	Budget allotment	State Govt	2018 365	36111000
Govt. College Dera Bassi	Infrastructure	RUSA	2018 365	0
Govt. College Dera Bassi	NIL	UGC	2018 365	0

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Significant contributions by college for 201718 : Various examination reforms were implemented during the year. The college has initiated continuous and comprehensive internal evaluation in accordance with the norms and guidelines of Punjabi University, Patiala. The schedule of Mid Semester tests is prepared by examination committee as per Academic Calendar. The answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process. Students' grievances are taken care of and are redressed in a timely manner. Ewaste bins have been installed in college premises and students are encouraged to dispose of ewaste in them. A planned drug deaddiction mission was started under Punjab Government's Buddy Programme. Various activities were undertaken to make students aware of the evils of drug addiction. Eleven faculty members attended various conferences and seminars of International and national level. Five Faculty members presented papers in International and national level conferences. Dr. Gurjant Singh, HOD, Public

administration, chaired a technical session at an International conference held at Punjabi University Patiala on 13th Nov 2017. A Job Fest was organized on 26 Feb, 2018 on the college campus in which the Industries provided jobs to the students.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
<p>1. The college will initiate continuous and comprehensive internal evaluation in accordance with the norms and guidelines of Punjabi University, Patiala. The house examination schedule will be prepared and conducted as per Academic calendar and the award lists will be uploaded on the University Portal online.</p>	<p>In accordance with the norms and guidelines of Punjabi University ,Patiala, various examination reforms were implemented . The college has initiated continuous and comprehensive internal evaluation system which is handled online. The house examination schedule is prepared by examination committee and House exams are conducted as per Academic Calendar. The answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process. Students grievances are taken care of and are redressed in a timely manner and afterwards award lists of the students are prepared online.</p>
<p>2. Students will be encouraged to join and learn through MOOC Programmes offered by the world's leading institutions.</p>	<p>One seminar has been conducted to give students the knowledge about MOOC and learn through MOOC Programmes and have been encouraged to join and learn through these programmes offered by the world's leading institutions. Students have also been encouraged to opt for add on courses along with their curricular skill development and communication development programs and were given due knowledge about it through Seminar.</p>
<p>3. The enrollment of students for sports and NSS will be done as early as possible. One seminar will be conducted to give due knowledge to do add on courses along with their curricular skill development and communication development programs.</p>	<p>Students were imparted remedial coaching in various subjects .</p>
<p>4. The Guest faculty and other staff members will be encouraged to attend Seminars/Conferences/Workshops and present Research Papers.</p>	<p>Thirteen Guest faculty and other staff members attended Seminars/Conferences/Workshops and presented Research Papers.</p>
<p>5. Hands - on workshops will be</p>	<p>Three workshops were conducted at the</p>

conducted to provide extensive training to students and prepare them to participate in various inter college competitions.	college .
6. Plan to install roof top solar plant.	Efforts going on
7. E-waste bins will be installed in the college and knowledge regarding e-waste will be provided to the students and e-waste collected will also be sent to the selected shops so that maximum e-waste can be recycled.	E-waste bins have been installed in college premises and students are encouraged to dispose of e-waste in them.
8. To sensitize the students against drug abuse Drug de-addiction Committee will be formed which will work along with Red Cross society and Red ribbon Club already existing in the college to work collaboratively.	A planned drug de-addiction mission was started under Punjab Government's Buddy Programme. Various activities were undertaken to make students aware of the evils of drug addiction.
9. Computers and laptops will be purchased in this session to update the ICT infrastructure.	30 Computers and 5 laptops have been installed in the computer lab under HEIS in this session.
10. Prize distribution function will be held to felicitate the students for their achievements.	Prize distribution Function was held on 30th April 2018
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2018
Date of Submission	27-Feb-2018
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college maintains and updates the data related to teachers, students and other stakeholders in an informal way. There are different departments and committees which keep the records and provide the relevant data whenever required. The college has different committees like registrar, scholarships, admission, placement

through which data related to students like their name, roll no, subjects, category, bank account details, contact numbers can be retrieved easily. Furthermore, the college is working towards creating MIS as a comprehensive tool to store vital information in a centralized manner.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Government College Dera Bassi- a pioneering institution of higher education in Dera Bassi Tehsil of District SAS Nagar Mohali, Punjab is affiliated to 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 do justice to the prescribed syllabus of the University by adopting suitable teaching methodology. 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	Nil	Nil	Nil

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

**1.3 – Curriculum Enrichment**

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	32
<a href="#">View File</a>		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>The college collects feedback from all the stakeholders including students, teachers, employees, ex-students and parents. The college, with its traditional feedback system distributes feedback forms to the students for analyzing their responses in teaching-learning process and infrastructural development. Two suggestion boxes have been installed at strategic places to receive feedback. The college collects the feedback from teachers in council and staff meetings on various matters regarding admissions, exams and use of funds. The college also has a whatsapp group of teachers as well as non-teaching members of the college which is a quick and convenient platform for discussion with the staff and receiving suggestions, feedback from them. The Guidance, Counseling and Placement cell tries to keep in touch with the industry by intimating the students about the requirements of the industry. The OSA receives feedback from the ex-students during its meetings and tries to incorporate their ideas in the plan of action for the betterment of the institute. Parents of the students interact with the college at PTA meetings and the problems ailing students are discussed. As the college caters to the poor and rural students, the feedback received at these meetings goes a long way in helping students financially.</p>

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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No Data Entered/Not Applicable !!!

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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1231	0	37	0	37

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In keeping with the objective of the college, healthy and congenial environment for the holistic growth of the learners personality is maintained. The institute leaves no stone unturned to ensure fullest and comprehensive growth of the learners and make the learners stay in the college highly fruitful and rewarding. In order to make teaching more student centric, teachers encourage active participation of students in the classroom interactive sessions. In their attempt to make lectures highly motivating, they incorporate audio visual aids, smart board techniques and overhead projectors in their lectures Various well equipped science labs, computer labs allow the student to explore the frontier of knowledge

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1231	37	1:33

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	11	18	0	4

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Pushpinder Kaur ,Rakesh Garg,Ajinder kaur ,Suman	Associate Professor	Appreciation letter (Assembly Elections 2017R



Batra, Davinder  
Kaur, Savita  
Gupta, Munisha  
Mahajan

No file uploaded.

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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No Data Entered/Not Applicable !!!

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Internal evaluation reflects the overall performance of a student for the whole semester. In our college teacher adopts the methodology for monitoring and evaluating the quality of students by accessing their classroom performance, class test, participation of students, practicals in the lab, mid-semester tests and regularity of students. Assignments and presentations are also given to the students on the basis of which internal assessment is given.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Punjabi university, Patiala issues schedule for semesters, exam and vacation at the beginning of every session. The college incorporates the schedule in its academic calendar keeping in view the deadlines given by the university. At the institution level, the registrar decides the tentative dates for unitization of syllabi, conduct of MSTs, submission of Assignments and preparing internal assessment of students. The academic calendar also includes the tentative schedule of extracurricular activities and celebration of special days. The college exercises some flexibility in fixing the schedule within the time framework and the same is shared with students via prospectus and on the college website.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://punjabiuniversity.ac.in/indexSyllabi.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
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No Data Entered/Not Applicable !!!

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://gcderabassi.ac.in/Uploads/NAAC/2.7%20Student%20Satisfication%20Survey%202017-18.pdf>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	None	0	0
No file uploaded.				

#### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	Nil	Nil	Nil
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Nil	Nil
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Female Foeticide	College Red Cross Committee	5	Nil
Blood Donation Camp	College Red Cross Committee	5	90
Female Foeticide and AIDS	College Red Cross Committee	5	Nil
Drug Deaddiction Campaign	College Red Cross Committee	5	481
Celebration of Van Mahotsav	Local Administration	3	145
Free Dental Check Up Camp	Sukhmani Dental College and Hospital	3	100
Swachh Bharat Campaign	College NSS Committee	3	120
Road Safety	College NSS Committee	3	140
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
Election Duty	Appreciation Letter	Local Administration	Nil
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Mission	College Environment and Cleanliness Committee	Seminar	4	Nil
Swachh Bharat Mission	College Environment and Cleanliness Committee	Creating Vermicomposting Pits	4	Nil
Swachh Bharat Mission	College Environment and Cleanliness Committee	Lecture	4	Nil
Swachh Bharat Mission	College Environment and Cleanliness Committee	Formation of Human Chain	4	Nil
Swachh Bharat Mission	College Environment and Cleanliness Committee	Poster Making and Slogan Writing	4	Nil
Swachh Bharat Mission Swachh Bharat Mission	College Environment and Cleanliness Committee	Cleanliness Drive	4	Nil
Social Networking Programme	Sociology Department	Interaction with Villagers	1	75
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

		with contact details			
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Nil	1448057
Nil	1442179
Nil	914329

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Campus Area	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E-Granthalaya	Partially	3.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17476	646822	97	18664	17573	665486
Journals	25	4200	5	5000	30	9200
e-Journals	90	5000	5	1000	95	6000
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	26	2	1	2	0	1	1	10	0
Added	10	0	0	0	0	0	0	0	0
Total	36	2	1	2	0	1	1	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

No Data Entered/Not Applicable !!!
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Nil	Nil	Nil	706450

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>Procedures and policies for maintaining and utilizing physical, academic and support facilities (2017-2018) 1. The college will initiate continuous and comprehensive internal evaluation in accordance with the norms and guidelines of Punjabi University, Patiala. The MST schedule will be prepared and conducted as per Academic calendar and the award lists will be uploaded on the University Portal online. In accordance with the norms and guidelines of Punjabi University, Patiala, various examination reforms were implemented. The college has initiated continuous and comprehensive internal evaluation system which is handled online. The MST schedule is prepared by the examination committee and they are conducted as per Academic Calendar. 2. The enrollment of students for sports and NSS will be done as early as possible to use sports infrastructure of the college . 3. Efforts are going on to install a roof top solar plant. 4. E-Waste bins will be installed in the college and knowledge regarding e-waste will be provided to the students and e-waste collected will also be sent to the</p>
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selected shops so that maximum e-waste can be recycled. 5. To sensitize the students against drug abuse, a drug de-addiction committee will be formed which will work in collaboration with Red- Cross Society and Red Ribbon Club already existing in the college. 6. Computers and laptops will be purchased in this session to update the ICT infrastructure. As many as 30 computers and 5 Laptops have been installed in computer lab under HEIS in this session. 7. N.S.S and blood donation camps will be organized. 8. Annual sports meet will be held . 9. A schedule of Departmental activities will be prepared and activities will be held accordingly. 10. A career counseling and placement cell has been established in the college under the guidance of Associate Prof.Simmi Johal for tapping placement opportunities in reputed industries and other organizations .to provide employment oppurtunities to the students of the college 11. Construction of Commerce Block and Labs under RUSA Scheme is under way. 12. The college will hold Van Mahotsav by planting saplings. 13. Plan to install CCTV cameras in most of the areas of the college.

<https://gcderabassi.ac.in/Uploads/NAAC/4.4.2%20PLANS%20AND%20POLICIES%20OF%2017-18.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Dr. B.R. Ambedekar Scholarship	44	0
b) International	NIL	0	0
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Tutorial /Mentoring System	Nil	1231	DONE ON COLLEGE LEVEL
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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	NIL	0	0	0	0
No file uploaded.					

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	Nil	0	0
No file uploaded.					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	28	B.COM, B.A	COMMERCE, ARTS	-	MBA, MCOM, MA
<a href="#">View File</a>					

### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
No file uploaded.	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Quiz Cartooning Gidha Clay Modeling Rangoli On the Spot Painting Folk Orchestra Classical Percussion Group Song Poster- Making	Institutional	62
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nil	National	Nil	Nil	Nil	Nil
No file uploaded.						

### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The affiliating university i.e Punjabi University, Patiala has prohibited the



elections of college students and formation of student councils in the colleges. But they are sufficiently represented on various administrative bodies, committees and clubs in the college. The college believes and works in a very democratic way. The college ensures student participation in the functioning of the college. Two student members are nominated on IQAC and is invited to its meetings. Their suggestions on all important matters of governance are taken into consideration. Students help in various activities of the cultural committee which includes organizing talent hunts for participation in Youth Festival. Student members of different literary clubs organize literary and subject-specific events. They also maintain wall magazines. Students indirectly form part of PTA through their parents. Their parents attend PTA meetings and freely express their ideas influencing policy decisions of the college. The NSS unit and Red Ribbon Club of the college have student volunteers who help in organising camps and other important days at the college. Ex-students of the college form part of the OSA and give valuable suggestions and feedback for the betterment of students and college. The college is also planning to add one student member each on Grievance redressal and Anti-ragging committees.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

109

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1) Collaborative Decision Making 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 and better decision-making. 2) Formation of various committees to promote Administrative Freedom Operational autonomy is achieved through various committees and the heads of these committees report to the Principal. LIST OF COMMITTEES 2017-18 • COLLEGE COUNCIL • RUSA AND AISHE • ADMISSION COMMITTEE • CULTURAL ACTIVITIES AND YOUTH CLUB COMMITTEE • SPORTS COMMITTEE • UGC AND IQAC (NAAC) • TIME TABLE AND SUBJECT CHANGE COMMITTEE • SCHOLARSHIP/ FINANCIAL ASSISTANCE/ FEE CONCESSION/ STUDENT AID COMMITTEE • CAREER GUIDANCE, COUNSELING, PLACEMENT CELL AND EDUSAT • FIRST AID, RED CROSS AND DRUG DE-ADDICTION COMMITTEE • EDUCATIONAL TOUR COMMITTEE • SEXUAL

HARASSMENT, GRIEVANCES AND ANTI RAGGING CELL • RTI AND RTS • PTA AND O.S.A • CARETAKING AND REPAIR • COMPUTER EDUCATION, WEBSITE AND DIGITALIZATION COMMITTEE • DISCIPLINE COMMITTEE • LIBRARY COMMITTEE • MAGAZINE AND PRESS COMMITTEE • PROSPECTUS COMMITTEE • HOSPITALITY AND CANTEEN COMMITTEE • NSS AND LPE CLUB • ENVIRONMENT, CLEANLINESS (SWACHH ABHIYAN) AND DISASTER MANAGEMENT COMMITTEE • LEARNING LICENCE, BUS PASS, VOTER CARD AND FREE LEGAL-AID SOCIETY • REGISTRAR (HOUSE EXAMINATION) AND LECTURE SHORTAGE COMMITTEE • DEPUTY CONTROLLER (UNIVERSITY EXAMS) • BURSAR • HEIS AND NODAL OFFICER COMMITTEE • DECORATION COMMITTEE

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> <li>•Government College Derabassi follows a well-administered and transparent procedure with ease of availability of admission related information on our website.</li> <li>•We have provisions for reserved seats/other facilities for the students belonging to Scheduled Castes, Scheduled Tribes and backward classes.</li> <li>•A Grievance Committee looks into admission related issues of the students.</li> </ul>
Industry Interaction / Collaboration	<p>To keep up with the industry trends and increase the employment opportunities of our students the following steps were taken:</p> <ul style="list-style-type: none"> <li>• As per the instructions of the District Bureau of Employment Generation Training, Mohali, our students were sent for guidance and counseling to the District Bureau of Employment and Enterprise in November, 2018.</li> <li>• Some of our deserving students participated and got placed in various companies pertaining to various sectors through the Job Melas organized in different parts of Punjab and one Mega Job Mela held at Patiala under the Punjab Ghar Ghar Rozgar Yojana in November, 2018.</li> <li>• One such Job Mela/Fest was also organized by Government College Derabassi on November 14, 2018, to invite many different employers under one roof to cater to both the job seekers and the companies looking for eligible candidates.</li> <li>• A Seminar/Counseling Session for our final year students was conducted on November 19, 2018 at Student Centre by GULMARG EDUCARE to give them proper guidance and discuss preparation strategies for various Government</li> </ul>

	Exams.
Human Resource Management	Various Committees have been formed keeping in mind the interest and suitability of our staff members.
Library, ICT and Physical Infrastructure / Instrumentation	<p>Environment Friendly and Inclusive Infrastructure: Government College Derabassi has designed buildings which are nicely designed and responsive to environmental concerns. A careful attempt has been made to preserve the natural habitat as much as possible.</p> <p>The provision for Ramps permits wheelchair users, other differently abled people as well as people pushing strollers, carts, other wheeled objects, to easily access college building, thereby making it infrastructurally inclusive. ICT enabled Classrooms and Library: •The teaching block has well-appointed and spacious ICT enabled classrooms, tutorial and department rooms. The College library has more than 17000 books, it is Wi-Fi enabled with relevant hardware and software, and a rich repertoire of learning resources. The college makes great efforts to provide the latest technology to students, keeping them up to date with the world. Auditorium: •The majestic Student Center houses an auditorium with a seating capacity of 300 persons, and an excellent light and sound system, it provides a vibrant space for various exhibitions, plays and music performances. Gymnasium: •The college also takes pride in its comprehensive sports and fitness infrastructure. The outdoor sports facilities include a 400 Meter Track, Basketball and Volleyball Court, Football Ground, open space for yoga etc. Indoor arrangements include a table tennis room and Carrom Board game. A fully equipped gymnasium with the latest exercise machines to motivate students to pay attention to health and fitness. Canteen: •A Canteen Committee makes monthly visits to the Canteen, keeping regular checks on the infrastructure, and conducting hygiene checks in the kitchen and related areas to ensure a qualitatively satisfactory food experience for our students. Government College Derabassi ensures regular maintenance and upkeep of all facilities through trained and efficient staff and a system of</p>

periodic checks. Girls' Common Room: This space has been designed for the rest and recreation of the female students.

Research and Development

The institution motivates all teachers to participate in quality research a research paper by Associate Prof. Dr. Gurjant Singh was presented on 'Assessment of the water supply delivery system of Urban Local bodies in Punjab'. Librarian Dr. Pooja Bhandari presented a research paper on Use of information resources in a conference organized by the deemed university of Engineering and Technology, Chandigarh. Dr. Sumita Katoch (Guest Faculty-Department of Home Science) presented research paper at an International Conference on the topic Motivating Women Innovators and Entrepreneurs of Ludhiana City - A move towards Make in India in March 2017. Manpreet Kaur (Guest Faculty-Department of Geography ) presented research paper at a National Conference at Punjab Agriculture University, Ludhiana on the topic Role of Geospatial Technologies to bridge the rural and Urban divide in February, 2018. Sunil Kumar (Guest Faculty-Department of Political Science) presented Research Paper at a National Conference, organized by CRRID, Chandigarh, on the topic Understanding Urbanization and Development in mountain cities: The story of Pauri in Uttrakhand in November,2017. Our College Campus located within a rural area with undergraduate courses has not been able to fetch any research project or research grant.

Examination and Evaluation

- Concerted efforts are made for the smooth conduct of University House examination. The conduct of House-exams and preparation of the results are done in the minimum possible time to ensure maximum time for class-room teaching.
- Special Lectures, Extra Classes and remedial classes are scheduled as per the requirements of different departments.
- The question paper setters of Govt. College Derabassi follow various levels of Bloom Taxonomy such as Knowledge, Comprehension, Application, Analysis, Synthesis, And Evaluation.
- Students are assessed on a continuous basis through innovative and

reformed techniques and through internal assessment they are encouraged and guided to improve their performance.

Teaching and Learning

- Quality of teaching and learning is maintained and improved with timetables, workloads and other administrative tasks prepared well in advance of teaching sessions. The teaching body of GCDB is supported by relevant ICT. The college enjoys technologically enabled and inclusive infrastructure including a well-equipped library, which makes it possible for the students to participate in a modern teaching-learning process.
- Students are encouraged to participate in Workshops, Poster Making and Slogan Writing Competitions, Quiz Competitions, Zonal Youth Festival. Apart from these activities, Documentary Sessions, Interactive Lectures, Sports Meet, Field Visits etc. are also organized to improve the learning outcomes of students.
- Our teachers regularly update their disciplinary knowledge through active involvement in curriculum reviews, evaluation, and participation in different decision making bodies of the College/University.
- The IQAC works for overall academic and co-curricular activities and quality enhancement.
- Our Students are being taught Papers on Environmental Studies and Drug Abuse as qualifying subjects in all undergraduate classes to increase their awareness regarding these important issues.
- College has also put forth its demands for add-on and short-term courses for the coming session to improve employability skills of our students.

Curriculum Development

The curricula for the undergraduate programs are in accordance with the guidelines of affiliating university and are in tune with the vision of the Institution. The emphasis is on overall development and knowledge acquisition. Government College Derabassi is affiliated to Punjabi University Patiala, and as such follows a predetermined syllabus. However, our staff members nominated to the Board of Studies render valuable suggestions and project new ideas in curriculum design

during various meetings.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Examination	We conduct examinations in offline mode only but the internal assessments are uploaded on the official Website of the University as well.
Planning and Development	AISHE (Since 2010-11) RUSA (Since 2015) A well functioning college website.
Administration	<p>-Library software: e-Granthalya (Since 2016) -CCTV CAMERAS (Since 2018)</p> <p>: A system of properly installed CCTV cameras to ensure the safety of our students, faculty and facilities on campus. - The College administration is striving hard to adapt to ICT enabled e-governance. Efforts are being made to computerize the financial and other administrative activities. College has been providing opportunities to its employees for training to sensitize them towards good governance and administration and financial control. All units of the college are working in synchrony in order to achieve a common goal.</p>
Finance and Accounts	<p>The salary bills of our staff members are prepared and submitted through HRMS-IFMS module. The use of technology has enabled us to switch over to online Human Resource Management System from the manual process practiced earlier. This has led to more accuracy and less effort in preparation of the pay bill through the system than the manual system. This has led to more Transparency and accountability. The College administration is striving hard to adapt to ICT enabled e-governance. Efforts are being made to computerize the financial and other administrative activities. College has been providing opportunities to its employees for training to sensitize them towards good governance and administration and financial control. All units of the college are working in synchrony in order to achieve a common goal.</p>
Student Admission and Support	We follow the offline mode of admission at present but we are striving hard to switch to online mode in the coming years.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	N/A	N/A	N/A	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	N/A	N/A	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	31	10	10

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Medical leave ( full pay/ half pay), Earned leave, Maternity leave, Child care leave • LTC, Mobile Allowance • Loan Against Provident Fund • Medical re-imbursement • Study leave under career advancement Programmes for pursuing Higher Education</li> </ul>	<ul style="list-style-type: none"> <li>• Medical leave ( full pay/ half pay), Earned leave, Maternity leave, Child care leave • LTC, Mobile Allowance • Loan Against Provident Fund • Medical re-imbursement</li> </ul>	<ul style="list-style-type: none"> <li>• Post Matric scholarship scheme • Central Sector Scheme of Scholarship (for college university students) • Stipend Scheme under BOCW • Free books provided to students from weaker section. • Suggestions boxes have been placed in campus for student inputs. • Sensitization of children against drug abuse.</li> </ul>

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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 Singla and Singla Associates in the financial year 2017-18. 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 (DCP) Act 1971 and Auditing Standards and Regulations on Audit and Accounts 2007 issued by the CAG of India.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
N/A	0	N/A
No file uploaded.		

6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N/A	No	N/A
Administrative	No	N/A	No	N/A

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- PTA is constituted every year as per the guidelines fixed by the Government. The PTA plays an important role for the development of the college the welfare of the students. List of Activities and support from the PTA: • Payment of salaries to the guest faculties: Fifteen guest faculty members have been employed under PTA to teach various classes. • Expenditure on students' preparation and participation in zonal /inter zonal youth festival and sports

6.5.3 – Development programmes for support staff (at least three)

- Participation in sport and Physical Activity • Yoga Class • Meditation Camp

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Improvement in IT infrastructure and Internet Facility • Eco-friendly Campus • Construction of New Blocks • College Beautification

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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No Data Entered/Not Applicable !!!

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Attended a workshop and training programme on Sexual harassment of women at workplace - prevention, prohibition and redressal Act, 2013 . by Kisan chamber Mohali and department of social security for women and child	Nil	Nil	Nil	Nil
Female Feticide a poster making and Aids and slogan writing competition	06/11/2017	Nil	Nil	Nil
women Kavi Darbar organized by the Punjabi Lekhak Sabha, Chandigarh and Punjab Sahit Academy on Women's Day	17/03/2018	Nil	Nil	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. NSS unit of college remained active SWACH BHARAT CAMPION the volunteers undertook a cleanliness drive in the college campus. 2. Van Mahotsav was celebrated in college campus . SDM Derabassi Sardar Paramdeep Singh planted saplings along with principal . 3. Swatch Bharat Abhiyaan team visited college campus on 24th Nov 2017 and was awarded with a certificate owing to its clean and green environment. 4. one day workshop on A step towards saving wildlife was conducted on 20th Nov. 2017 . students displayed Poster presentation on this issue. 5. 25 Kv. rooftop solar plant (PEDA) 24th Dec. 2018.

## 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Rest Rooms	Yes	Nil

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

## 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Magazine (Vidya Pradeep)	20/02/2018	The college publish its magazine Vidya Pradeep which also promotes human values and ethical behaviour through its editorials and articles.
College Prospectus	30/06/2017	The prospectus indicates the standard procedure and practices of the college for all the students enrolled with the institute for pursuing varied courses. All students are supposed to be acquainted with the code and follow it. It includes the maintenance of discipline, proper demeanor and dress code. The college displays its vision , mission , slogans, wise sayings and thoughts on its walls and notice boards to disseminate and inculcate human values among students. It ensures the maintenance of congenial and harmonious environment on the campus.

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			

[View File](#)

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. As per the orders of Punjab Governments under swatch Bharat Mission a poster making and slogan making completion was held on 12 th August 2017. 2. One Day NSS camp was conducted on 14 th Oct 2017. in which the volunteers under took a cleanliness drive in college campus. As per the orders of Punjab Government, a series of programmes were chalked out under the Swatch Bharat Campaign in which the students participated in various competition and demonstration. 3. On 26th July 2017, Van Mahotsav was celebrated . SDM Derabassi planted saplings along with Principal Mrs. Sadhna Sangar on this occasion. A poster making and slogan writing competition was held on the occasion. 4. On 12 th October 2017, a lecture was delivered by Sh. Heera Lal Yadav. 5. To keep the campus free of garbage 4 pieces of twin movable dustbins with green and blue color with installed on the campus. 6. On the premises of the college 3 pits have been dug to create vermicompost from the dry leaves and waste. 7. On 14 th Oct 2017, a cleanliness drive was undertaken in the college in which the students and staff took part to clean classroom, library, corridors and labs etc.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Installation of Suggestion Box is one of the colleges best practice. Two suggestion boxes were installed in the college to get feedback and suggestions from various stakeholders. It helps improve communication, ensures transparency and facilitates feedback from all stakeholders. The college holds Degree Distribution Mela annually to facilitate the students to receive their degrees. This practice enables the smooth distribution of degrees among students saving a lot of time and energy of the office staff and the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://gcderabassi.ac.in/Uploads/NAAC/7.2.1%20Best%20practices%20of%20the%20in%20stitution%202017-18.pdf>

## 7.3 – Institutional Distinctiveness

### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

**Institutional Distinctiveness (2017-18)** The college caters to the students belonging to the surrounding rural area and they are mainly from financially weak and socially disadvantaged strata. The primary mission of the college is to build the capacity of the students and boost their confidence. The college has a mentoring system in place in the form of tutorial groups. The tutors guide the students on all matters - academic, career related or even personal. The college thus follows an inclusive approach while dealing with the students. The students are totally transformed by the time they graduate. The college facilitates the students in availing various scholarships offered by the government to SC/ ST/ OBCs, minority community and meritorious students. The Scholarship Committee informs the students about the scholarship schemes of the Central and State governments and guides them about the application process. At the institutional level, non-SC poor students are allowed to pay fees in instalments. Due to the efforts of the college, the no of scholarship applications are increasing every year and more SC students are opting for education. Students are encouraged to participate in Youth Festivals for the necessary exposure, polishing and showcasing their talent. Talent hunt competitions are organised at the beginning of the session to identify young talent. The college keeps adding to its IT and library infrastructure. This

enables the staff and students to access e-resources and update themselves.

Provide the weblink of the institution

<https://gcderabassi.ac.in/Uploads/NAAC/7.3.1%20Institutional%20Distinctiveness%202017-18.pdf>

### **8.Future Plans of Actions for Next Academic Year**

1. The college boundary wall will be reconstructed and fixed with 2 feet barbed wire. 2. Auditorium hall to be equipped with ACs and E-Podium to hold various events in the college. 3. Completion of the half-constructed building of commerce block. 4. Science/ Home Science/ Music / Fine arts labs to be renovated. 5. Setting up of another computer lab. 6. Installation of another Genset of 120 KV. 7. Installation of subsidized solar system for power generation in college. 8. Creation of Herbal Garden in the area behind science department . 9. Lawn to be developed adjoining student centre / Seminar Hall parkings. 10. Installation of two water coolers. 11. Committee to organise social outreach programmes especially drug de-addiction. 12. To organize Yoga and meditation camps for spiritual health of the staff and students.