

Session - (2018-19)

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities (2018-2019)

Government College, Dera-bassi has a well designed, environmentally approachable and Inclusive Infrastructure The College ensures regular maintenance and utilization of all facilities through trained and efficient staff and set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Maintenance of Class rooms: The maintenance of classrooms is a regular exercise for cleanliness of classrooms Grade -IV workers and sweepers are appointed. It is ensured that all the classrooms have adequate desks, benches as per the strength of class. The fans and electrical appliances are also maintained by the committees formed for the purpose. To keep pace with updated Technology some of the rooms are ICT enabled. There are multimedia projectors in three classrooms besides two smart classrooms. Two computer labs exist which have 39 computers for academic purpose.

Maintenance of Library: For maintenances of library infra-structure and facilities there exists a library committee with which subsist the responsibility to purchase, procure books, manuscripts and other materials, as per the recommendations received from the departments of the colleges. The College library has a good stock of texts and **Reference Books (more than 17573 books)**. The library has been partially automated through Integrated Library Management System (ILMS)} software e- Granthalaya (Version 3.0) It also has Wi-Fi enabled internet connection and Inflibnet software so that a rich repertoire of e-resources in form of e-books and e- journals are available to students as knowledge stuff. The college makes great efforts to provide the latest technology to students, keeping them up to date with the world. The library committee also organizes book fairs and reading and writing sessions and various quiz competitions among students. The library members also appeal to students, teachers, alumni and guardians to donate books.

Maintenance of Computers and IT facilities: IT facilities are maintained by computer skilled personnel of the computer department of the college. They also take the responsibilities of periodic up-gradations of the IT resources. The HEIS Staff of the college along with ICT cell is entrusted with use and maintenance of these facilities. The office of the principal decides about purchasing necessary IT equipments as per recommendations received from the Academic council and Computer Department of the college administrations and hardware as well as software is updated or modified whenever necessary.

Maintenance of Auditorium: The Auditorium also called the Student Center is maintained by the property In charge of the college. It has a seating capacity of almost 300 persons, and an excellent and e- Podium and Multimedia projector system along with light and sound system. It, thus, provides a vibrant space for various cultural and academic events which are performed there .

Maintenance of Sports complex and Gym Centers: The college 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 Carom Board room and two fully equipped Gym Centers (One for Boys and other for Girls) with the latest exercise machines to motivate students to pay attention to health and fitness. To upkeep the sports complex and its infrastructure two assistants or Beldars have been appointed under the supervision of Head of Physical education Department .

Maintenance of the laboratory: The laboratory equipments, and other necessary chemicals and experimental set up related requirements are handled by Junior and senior Lab attendants recruited for labs of the college.

Canteen: A Canteen Committee keeps regular checks on the menu preparations, hygienity and cleanliness of the kitchen and related areas to ensure a qualitatively satisfactory food experience for our students.

Dispensary: There exist a separate Red Ribbon Club room/ dispensary which has facilities to provide first Aid to students in case of any Medical emergency. There is provision of first aid kit, medicines and bed. The Convener for red ribbon club and Drug De-addiction committee is responsible for conducting seminars, and workshops and health checkup Camps and Blood donation camps to campaign on some health-related aspects and against the drug abuse effects. The RRC and DDAC in collaboration with with a good team of invited doctors and paramedical

staff of Civil Hospital Derabassi tries its best to provide free health check up to the students.

Examination and Evaluation facilities: Government College Derabassi enumerate its curricula programs in accordance with the guidelines of affiliating university and are in tune with the vision of the Institution. Concerted efforts are made for the smooth conduct of University House examination. The conduct of House-exams and evaluation are done according to university norms and students are intimated about their performance. Special Lectures, Extra Classes and remedial classes are scheduled as per requirements of different departments.

Student support and welfare:

The college tries its best to maintain an excellent environment campus for the benefit and welfare of the students. Various committees and sub committees are in the college to support services, student welfare and to meet their needs. The body of GSCASH (Gender Sensitization Committee against Sexual Harassment) has also been formed for the welfare of the students. Many talks and discussions on burning topics of gender issues have been organized to sensitize both genders against gender discrimination, health issues etc. There are at least three female student representatives in the student body. The students mentoring system is related to stress management of the students and make some counselling sessions to the needy students. A Yoga centre has been created in the college where Yoga sessions for students as well as teachers are held for stress management. In the admission process the college has followed the Constitutional provisions of reservation as well as rule of the State Government regarding free admission to those students, who belong to below poverty line (BPL). The Whatsapp Mobile App also plays a vital role in providing academic support to the students. The notices, exam- notifications, results and attendance are provided to the students through the mobile app.

Last but not the least a careful attempt has been made to preserve the natural habitat as much as possible. 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 infra-structurally inclusive.