



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Government College Dera Bassi

- Name of the Head of the institution

Dr Sujata Kaushal

- Designation

Principal

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

01762 292287

- Mobile No:

9896359505

- Registered e-mail

naac.gcderabassi@gmail.com

- Alternate e-mail

gcderabassi@gmail.com

- Address

**Government College, Dera Bassi,
Near Police Station, Dandrala
Road**

- City/Town

Dera Bassi, SAS Nagar

- State/UT

Punjab

- Pin Code

140507

2.Institutional status

- Affiliated / Constitution Colleges

Affiliated

- 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 Navdeep Kahol**
- Phone No. **01762 295167**
- Alternate phone No. **9646000872**
- Mobile **9646000872**
- IQAC e-mail address **gcderabassinaac@gmail.com**
- Alternate e-mail address **gcderabassi@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://gcderabassi.ac.in/uploads/naac/AQAR%202021-22.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%202022-23.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	18/02/2021
Cycle 3	B++	2.83	2024	22/02/2024	21/02/2029

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 I	Centre/ State	2022	5646796
Institutional 1	Salaries	State	2022	38251901
Institutional 1	HE 24	State	2022	7786000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **7**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

MoU signed with the NGO Youth Dreamers' Foundation for financial assistance to students Workshops and skill development programmes for students conducted under Punjab Government scheme. Resource mobilization by college from Industry for building and renovation. More student centric activities by the Placement Cell. Energy and Green audits conducted. More smart classrooms were created. ABC IDs of all students generated.

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
To expedite the construction of incomplete block	The block is near completion
To organise skill development programmes for students	Skill development workshops were conducted
MoUs with other organisations to be signed for skill development programmes.	Two MoUs signed with FUEL and Vidyawati Charitable Trust
Green and Energy Audits to be conducted.	The college got Its Green and Energy Audit done.
To rope in industry representatives for resource mobilization.	Saurav Chemicals helped the college financially for the building and renovation work.
To create more smart classrooms.	The college now has seven smart classrooms.
To organise more extension activities.	A blood donation camp, plantation drives were organised..

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	23/12/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• Name of the Head of the institution	Dr Sujata Kaushal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01762 292287
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
IQAC	23/12/2023
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	22/02/2024
15.Multidisciplinary / interdisciplinary	
<p>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 enhance multiple skills among students and sustain their interest in studies. But the new</p>	

system has to be implemented from above. As the affiliating university and the Higher Education Department make the required amendments to the curriculum and its delivery, the college will step in to do its part. Meanwhile, BCom and BCA students are keenly interested in the newly added certificate courses Creative Writing and Content Development and Entrepreneurship. They are doing quite well.

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 can the advantages of holding this digital/virtual/online entity 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. As the first step in this direction, the college has made almost 99% of students register with ABC.

17.Skill development:

MOU signed with Vidyawati Memorial Educational & Charitable Society to provide various free-of-cost courses to our toppers from different educational streams. Another MoU has been signed with Friends Union for Energizing Lives for aptitude training, future skill development and digital marketing •The college proposes to introduce courses in Baking, Fashion Designing, Interior Decoration and Digital Marketing under the B-Voc programme. In collaboration with the Mentorpick Platform, we wish to enable our students to better understand their aptitude and choose the most suitable career path. Best Practices for Promoting Self Employment •Career talks on self-employment, personality development and communication skills are organised. • Certificate courses in entrepreneurship, creativity and innovations in business, creative writing and content development have been introduced. •The college promotes creativity and provides a platform for budding theatre artists, painters and musicians. It enables them to tread the unconventional career options.

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 into its curriculum. Under the "Ek Bharat Shrestha Bharat" scheme of the Centre, students are being introduced to the culture, language and cuisine of Andhra Pradesh State through multimedia and practical activities.

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

The programme and course outcomes are stated on the affiliating university website. They are communicated to the students at the beginning of the session. The course outcomes are evaluated through Mid-semester tests and assignments. Semester-end exams conducted by the affiliating university also indicate whether the outcomes have been achieved or not.

20.Distance education/online education:

The staff and students got familiar with online classes during the lockdown. The teachers continue to provide ppts, notes, and links to relevant subject-specific sites and material in their student WhatsApp groups. So the staff is already following a blended mode of teaching.

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.Student

2.1	1563
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	290
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	417
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	37
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	38
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	78.84
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
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

As per the academic schedule given by Punjabi University Patiala, an academic calendar is prepared and approved by the academic council. The academic calendar provides the date of commencement of academic session. The academic calendar is shared with faculty members prior to the commencement of semester.

Based on the syllabus and student strength, subject allocation is done for every semester. The time table committee prepares the time table for all programs every semester.

Each member makes a session plan for efficient content delivery of the subject. For this, the member provides a unit-wise and month-wise distribution of the syllabus to be followed and according to the plan, the faculty completes the syllabus.

In addition to traditional classroom teaching, faculty members also use various ICT tools and active learning strategies through the preparation of teaching material, laboratory manuals, assignments, etc. The process is also supplemented with an online learning management system to make it more effective.

Each faculty maintains a handbook for all the records related to the session plan, individual timetable, academic calendar, attendance and continuous evaluation of student and other curricular-related data. The academic performance of students is continuously and meticulously monitored by conducting special tests, and mid-term exams.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gcderabassi.ac.in/

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

The departments develop action plans for effective implementation of the curriculum. The syllabus is divided into monthly unit-wise or lesson-wise plans so that study content can be delivered to students on time.

The curriculum includes not only traditional class teaching but associatory methods such as Group discussions, seminars, video lectures, webinars, case studies, mini projects, assignments, workshops, industrial visits, and educational tours.

Assessment is based on the students' Internal evaluation, attendance and behaviour. The University provides curriculum and Academic Calendar. The course plan is provided to students at the start of the semester. Class attendance registers are scrutinized by the Principal.

Invited lectures by domain experts are arranged for the students. Industrial and field visits to various places are organised. Placement and Career Guidance Cell also put all-around efforts into getting employment for the students through Job fairs.

Periodical feedback is obtained from students on teaching and other related activities of the college.

Regular IQAC committee meetings are held to review the teaching-learning process, and academic progress of the students and to address their grievances.

The college conducts mid-semester tests according to the academic calendar. They are duly marked and discussed with students. Faculty Members of the college also act as university question paper setters and almost all staff members participate in the evaluation of the University Examination.

The documentation of the data related to admissions and assessment is done online and saved.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gcderabassi.ac.in/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum **A. All of the above**

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

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

00

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

31

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

31

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. However, the prescribed syllabi and curricula of different courses deal with the aspects of Gender, Human Values, Environment and sustainability. The undergraduate programs 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. While talking about the theoretical and constitutional meaning of Gender Justice, the curriculum of

Political Science also includes gender Justice Movements and their demands.

Teachers at Government College, Dera Bassi, are teaching different aspects of environmental protection to students of all undergraduate courses including BA, BCom, BCom (Hons.), BCA and BSc through a paper titled Environmental & Road Safety Awareness. Similarly, the qualifying paper titled "Drug Abuse: Problem, Management and Prevention" also makes students aware of problems associated with the usage of drugs to the students of all undergraduate classes.

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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

269

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gcderabassi.ac.in/igac_naac.php

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

410

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 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, and committees in the college for polishing their skills. Expert lectures, workshops, and 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 the 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
1563	37

File Description	Documents
Any additional information	View File

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

Working out on the learning-centric approach used by the college has shaped an environment that is geared towards participative problem-solving and peer learning practices among the students. It helps students from being passive recipients to active stakeholders in the college. Due to low social backgrounds, they are allowed to comprehend at their level by ensuring their active involvement in class activities. They are encouraged for written assignments to enhance their confidence and develop writing skills, overcome stage fear and develop oratory skills. 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 the Fine Arts Department and Home Science Department or the students are taken to other institutions to attend 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

In addition to traditional class room teaching through chalk and talk method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning. 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 NList 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	https://gcderabassi.ac.in/infrastructure.p hp

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

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

37

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	View File

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

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 noticeboard 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

The mechanism of internal assessment is highly developed, rigorous and transparent. Mid-semester tests are conducted for students, question papers are properly set and the result discussed with students. 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. 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. The students are also assessed on the basis of their attendance, response in the classroom, performance in their assignments.

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 first on the university website. POs and COs are also shared on the college 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	https://gcderabassi.ac.in/courses.php
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	No File Uploaded
Paste link for Additional information	https://gcderabassi.ac.in/courses.php

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

337

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/SSS%20analysis%2022-23.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)

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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**

0

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	No File Uploaded
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**

18

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

2

File Description	Documents
Any additional information	View File
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

0

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

The college holds several extension activities promoting an institution-community network. Students and faculty are engaged in community welfare activities thereby sensitizing students

about social issues. 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 the community and local administration. Students/ volunteers are involved in a variety of extension activities through NSS, Red Ribbon Club and SVEEP. NSS volunteers and other students participated in all Central Government schemes and programmes like Fit India Run Movement, Clean India, Green India etc. Under these programmes, they went to surrounding villages for plantation drives and organised rallies for spreading awareness. Apart from this a Free Dental Check-Up Camp was organised in collaboration with Sukhmani Dental College. Blood Donation Camp was organised in collaboration with Indus International Hospital. A rally was held for the eradication of stubble burning. In collaboration with the local administration, SVEEP committee members and students toured the surrounding areas and spread awareness about the right to vote and its importance. Such activities have a positive impact on students sensitizing them about social issues, hence turning them into informed citizens and eventually converting them into valuable human resources. Students also gained awareness of waste management issues by proactively engaging in waste management initiatives. Plastic was banned on campus to promote a sustainable and ecologically friendly lifestyle.

File Description	Documents
Paste link for additional information	https://gcderabassi.ac.in/Uploads/nss/NSS%20Report%202022-23%20English.pdf
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	No File Uploaded
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

19

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

550

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

5

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 eighteen class rooms and six laboratories and about 56 computers which are being used for academic and administrative purposes 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	View File
Paste link for additional information	https://gcderabassi.ac.in/infrastructure.php

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, KhoKho court, Kabaddi court, Volleyball court, Badminton Court, Football Ground, Table Tennis, and Chess Board. The college provides a separate Gym for boys and girls with machines Olympic barbell, Pec Deck Machine, Treadmill, 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 also has a cricket kit, Handball poles, Yoga Mats, a Football net, a Badminton Net, a Weighing Machine, a Leg Massager Machine, and a Tug of war rope. The college has a proper Cultural and Youth Club Committee for Cultural activities. In September and October every year, the students participate in Zonal and Inter-Zonal Youth festivals and win prizes in different events organised by the affiliating university.

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

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://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)

38.80

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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 integrated knowledge resource with usage of automated/computerized Integrated Library Management System (ILMS)-KOHA. It has 18367 books which includes reference book etc. Apart from that library has 15 magazines and 17 Newspapers. In addition to the main library, the college has a separate library for self-financed courses ie. HEIS library has 1641 books. The college has access to N-LIST which extends access to e-Rsources to colleges in India, being jointly executed by e-ShodhSindhu Consortium, e-PG Pathshala, INFLIBNET portal and the INDEST-AICTE Consortium, IIT Delhi. Our college has access to the SWAYAM programme initiated by the Government of India and designed

to achieve the three cardinal principles of education policy viz., access, equity and quality. The students and staff are registered on Inflibnet through a username and password. The library has a seating capacity of nearly 110 students. For browsing and relaxed reading, an ICT room has been separately created with excellent ICT infrastructure and seamless access to the Internet. The library has a separate reference section with a 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, and download and printout facilities have been provided. 2. Reprographic facilities. 3. Organization of Book Exhibitions/Display of new books. 4. System of recommendation for purchase of books through Departments and from students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gcderabassi.ac.in/infrastructure.p hp

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

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)

244667

File Description	Documents
Any additional information	View File
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

70

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, and internet bandwidth facilities of 300 Mbps within the 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 Sophos Firewall for security from spoofing attacks, with subscription being renewed every year. Students have facilities for e-mail, net surfing, and up/down loading of web-based applications, besides helping them in preparing projects, and 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. Internet, Laptops & LCD projectors are available in all smart rooms. 2) Laser Printers are provided to various departments. 3) Curriculum-based software is regularly updated based on the need for every semester. 4) All the latest Softwares are regularly updated. 5) Two laboratories are equipped with projectors and multimedia. 6) All computer systems have a backup Power Supply through GenSet and online UPS in the computer lab. 7) Regular maintenance is done by the vendor during the warranty period and by the in-house technical team as per requirement.

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

4.3.2 - Number of Computers

30

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)

26.79

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 Inflibnet. 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 wifi 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

917

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

238

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

A. All of the above

File Description	Documents
Link to institutional website	https://gcderabassi.ac.in/uploads/naac/5.1.3%20-%20Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
Any additional information	View File
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

1459

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1459

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

44

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

40

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

22

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

2

File Description	Documents
e-copies of award letters and certificates	View File
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

deptshave 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	https://gcderabassi.ac.in/uploads/naac/5..3.2%20co-curricular%20and%20extracurricular%20activities.pdf
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

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 Dandralla. 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 governance of the institute is definitely reflective of transparent, supportive, responsive leadership which practices participative management and collective decision making in line with the vision and mission of the Institute.

Institution Vision:

To become preferred destination for aspirants of higher Education from surrounding areas.

Institution Mission:

i) To impart quality education at affordable rates.

ii) To provide equal opportunities without any discrimination to all students.

iii) To keep pace with time in the field of Information Technology.

Institution Objectives:

To ensure holistic development of students so that they can contribute towards nation building

To realize the vision, Institution tries its best to stand as a symbol of innovative advancement, creativity and well sophisticated repository of knowledge for its focus on delivering to the world as socially responsible individuals.

Its mission is to impart quality education to its students through professional and research oriented commitment. The IQAC cell of the college has its teaching and learning section which helps in

paving ways to inculcate values and ethics along with courses.

The college also implements various schemes regarding higher education policies announced by the government from time to time so as to follow and compliance with the policies of the government bodies like MHRD, UGC. As per duties assigned by the Principal, the convenors of the committees communicate Government's policies through video conferences, circulars and e-mails etc. and also follow in to the specific responsibilities or activities according to the instructions/Guidelines of the Government.

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.

The Principal is a Head of the organizational structure. She is the main executive authority who frames policies, strategies and plans. The Principal is assisted by the Academic Council, Registrar office and Bursar office and other committees constituted for various purposes of the College throughout the session.

Bursar of the college helps the Principal in the management of the financial resources of the college. Registrar Examination is main pivot for management of academic activities of the college. Registrar provides necessary inputs in the academic council meetings where all the important decisions regarding the academic and co-curricular activities are taken. During the session, meetings of the Academic Council discuss the performance of the students as provided by the Registrar Office. Academic council acts as advisory body on various issues like purchase of equipment and furniture, renovation of Building.

Conduct of House Exams, University Exams and Evaluation is broadly handled by Examination Branch. This office, apart from conducting exams is also responsible for organizing Annual Prize Distribution Function/Convocation.

The college has also constituted various committees for specific purpose so that all the important activities/functions are held by

these committees according to the events allocated under them. When it comes to the execution of the policies, he/she heads all the committees and provides required inputs to keep the committees focused on the vision of the governing body.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

We believe that planning is very essential to accomplish the vision and mission of our college. Perspective planning and deployment document of Government College Derabassi is based on the analysis of current obstacles and future opportunities and envisages the direction towards which we as an organisation would wish to move. The first part of it includes the special features, vision and mission, institutional short, medium and long term goals. These are defined and guided by the stakeholders (Principal, Staff Council, HODs and other Faculty members, Industry, Collaborating organisations, Students, Alumni and Parents) through SWOC Analysis. After analysing the internal and external environment, the institutional goals were setup through continuous discussion with our stakeholders. While formulating the perspective plan and deployment document, care has been taken to involve all stakeholders to help contribute their part which is vital for the success of any organisation. Our perspective plan focuses on key priorities and achievement of goals during the 2022-28 period.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
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 decisionmaking. 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/igac_naac.php
Upload any additional information	No File Uploaded

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	View File
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, Casual leave, Maternity leave,
- Child care leave
- LTC
- Loan Against Provident Fund
- Medical reimbursement
- Study leave under career advancement Programmes for pursuing Higher Education

Welfare Measures for Non-Teaching Staff

- Medical leave (full pay/ half pay), Earned leave, Casual Leave, Maternity leave
- Child care leave
- LTC
- Loan Against Provident Fund
- Medical re-imbursement

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

2

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

25

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

All teaching and as well as non-teaching staff members are assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents (in case of Ministerial Staff) and technical abilities (in case of workshop staff).

The comprehensive Annual Confidential Report comprises of 32 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Director by the forwarding officer. On satisfactory performance, all employees are granted promotions and financial upgradation under the ACP Scheme. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	https://hrms.punjab.gov.in/
Upload any additional information	No File Uploaded

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

All accounts are monitored and subjected to rigorous audits. Audit can be external or internal as directed by the Department of Higher Education. An Academic and Administrative Audit of the college was conducted by the govt appointed team in May 2022. The college was subjected to an academic and administrative audit by the affiliating university in May 2023 and was adjudged good.

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 2022-23.

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)

1.15 Lakhs

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, use of CSR funds 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 cell of the college has contributed significantly for maintaining and improving the quality of the academic process. It has set procedures and institutionalized mechanisms to ensure the effectiveness of teaching. The old-age system of stating the

objectives, delivering the curriculum and testing the students' learning levels has become multidimensional and sophisticated. The IQAC has played a vital role in setting benchmarks, making changes to meet those standards and evaluating the effectiveness of its decisions.

Teaching learning has been revolutionized by ICT-enabled teaching. Over the past few years, the IQAC has recommended creating more smart classrooms, developing e-content, maintaining an interactive website, connecting with students through social media and introducing skill development programmers.

The IQAC has strengthened the student support system by creating suitable platforms like Student Grievance Cell, Women Harassment Cell and Anti-ragging Committee. IQAC encourages the participation of teachers in Faculty Development Programs by laying down the rule of duty leave.

After the lockdown, IQAC suggested various corrective measures to get the studies back on track. Online teaching, sharing of study material, interaction through WhatsApp groups and online admission was some of the steps taken by the college on the recommendation of the IQAC.

Yoga practice sessions were introduced and are still frequently held to ensure the mental and physical health of students. The IQAC also gave directions to strengthen the Placement Cell of the college. It has been greatly helping the students who are mostly from rural and poor strata.

File Description	Documents
Paste link for additional information	Nil
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

IQAC, within the college monitors and review the teaching learning process methodologies of operations and learning outcomes along with other committees, at periodic intervals. IQAC is following proven standard methods over the years for teaching, learning and evaluation to review the teaching learning process, and learning

outcomes. However, based on feedback from various stakeholders, several innovative activities and appropriate corrective actions have been introduced from time to time. The improvements based on feedback implemented are:

- A strong redressal system-

The college has Women cell, grievance redressal cell which help in timely redressal of students' grievances which are mainly related to examination related problems.

- Evaluation of teachers by the students-

Through student satisfaction survey, the evaluation of the teachers is done by the students. Also, the feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. The principal also screens the feedback system.

- Student learning outcomes-

The institute monitors the performance of the students and collect data about the learning outcomes through following means:

- Regular class tests and interactions.
- Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Semester system of examination for all courses.

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

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

B. Any 3 of the above

agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
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**

Yuva Utsav was organized at Government College, Derabassi, to mark International Women's Day on 7th March, 2023, in collaboration with Nehru Yuva Kendra. Students performed Bhangra, Giddha and Nukkar Natak etc on the occasion. This program was telecast by Jalandhar Doordarshan which is available on the YouTube channel. The Principal addressed the girl students elaborating on the maintenance of personal hygiene as well as sanitary conditions on the college campus and in the surroundings. A Beauty and Wellness workshop was organised for girls from March 6-11, 2023 under the skill development programme of the Punjab government. As many as 10 girls are being trained in computer, steno-typing, communication skills by Vidyavati Memorial Charitable Trust under an MoU. The college purchased more chairs, locker, Almirah and one bed-cum-sofa for the girls' common room under RUSA Equity grant. The college keeps on educating young girls to voice their opinions regarding issues related to women. The contact numbers of Women Cell members have been displayed on the notice board and the college website in case of any grievance or complaint. Dos and don'ts of cybersecurity have been put on the notice board in the girls' Common Room. The college ensures periodic checking and servicing of vending machine and incinerator installed in the washroom and common room.

File Description	Documents
Annual gender sensitization action plan	https://gcderabassi.ac.in/uploads/naac/Gender%20Sensitization.pdf
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

The college segregates biodegradable waste like leaves, vegetables /fruit peels, leftover food and non-biodegradable waste like paper, and glass. Biodegradable waste is dumped in a pit to prepare compost to be used as manure for plants in college. The college has three pits in the backyard of the canteen and compost is created from dry leaves and other organic waste. The non-biodegradable waste is collected by the Municipal Corporation truck from the campus.

E-waste bin has been installed on the college premises and students are encouraged to dispose of e-waste in them. As the college does not produce Biomedical and radioactive waste, we don't directly deal with its management. Government College, Dera Bassi creates awareness among students through a compulsory paper on the Environment as part of the curriculum of first-year students in Undergraduate classes. Liquid waste is drained out from the college into the municipal sewage system. Waste paper produced in

the college is sold. After dismantling the unsafe ramp, iron debris was given off to the contractor according to norms. Dead trees were auctioned which were felled after obtaining permission from the Forest Department.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://gcderabassi.ac.in/uploads/naac/Garbage%20Management%20web.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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:

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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).

The college organizes several activities to promote an environment of communal harmony and inculcate ethical and spiritual values among them. The days commemorated for religious purposes include the birthdays and martyrdom days of Sikh gurus. Pathwas held on the campus in which staff and students prepared and distributed the prasad. The college also pays homage to freedom fighters by celebrating their birthdays and observing their martyrdom days. All festivals including Diwali, Lohri, Basant Panchmi, and Teej are celebrated together on the campus and students participate in them irrespective of their caste, religion and region. Students from different backgrounds participate in all events like Teachers' Day, oath ceremonies, plantation drives, International Women's Day, Yoga Day etc. The college caters to students belonging to different castes, communities and socio-economic strata and it treats all of them equally. Under the Central government's programme Ek Bharat Shreshtha, Andhra Pradesh cuisine was prepared spreading the message of national integration. Hindi Day and Punjabi Mah are also celebrated to acquaint students with the richness of all languages and cultures. The college celebrated Har Ghar Tiranga under the Azadi Ka Amrit Mahotsav programme by hoisting the Tiranga on the college campus on August 13, 2022. The college celebrated Martyrs' Day in remembrance of Bhagat Singh through NSS activities. A slogan writing competition was organised to celebrate Punjabi Maah.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

A portrait-making competition of great freedom fighters of India was organised by the Department of Fine Arts on August 15, 2022. The National Constitution Day was celebrated in collaboration with Nehru Yuva Kendra, Mohali, Punjab (Chandigarh). Speech competitions and quiz competitions were conducted in the college on four subjects (1. Future of work 2. Climate change and disaster

risk reduction 3. Peacebuilding and Reconciliation 4. Youth in democracy). Six NSS volunteers and students of the college received a three-day training on "Community Services" at Winners of District Level slogan writing competition and painting competition held at Chandigarh University. The area traffic police in charge, ASI Janak Raj, from the Traffic Police Education Cell delivered a lecture on road safety and distributed helmets to students. A poster-making competition was organised on the importance of the right to vote. NSS and Red Ribbon Club together organized Fit India Freedom Run 3.0 in which the participants spread health awareness on the Gulabgarh City Road. Almost 18 boys and 14 girls participated in this activity. Dr. Harwinder Kaur visited Mata Gujari Kaur College, Fatehgarh Sahib, under the Youth and Red Cross Council workshop. Students participated in the YRC camp held at Chandigarh University, Gharuan, on behalf of the Red Ribbon Club.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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.

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 closely works with the local administration to celebrate days of national importance. Its playgrounds are used for most of the government functions and the college ensures full participation of its staff and students in them to mark other days like Unity Day, Constitution Day or Martyrdom Day of Shahid Bhagat Singh. The college participates in all national missions/ campaigns like Azadi ka Amrut Mahotsav, Green India Clean India and so on. The college celebrated National Girl Child Day in online mode by starting a "Selfie with Daughter" programme.

An exhibition was organised by the Home Science and Fine Arts departments on 21st October 2022. The departments prepared mouth-watering dishes and many decorative items related to Diwali. World AIDS Day was celebrated by the college in collaboration with the Red Ribbon Club on 1st Dec. 2022. A poster-making competition on National Voters Day on January 25, 2023. The college celebrated Children's Day on 14th November 2022 at primary school and Anganwari Centre of village Mukandpur. Prof. Sunil Kumar delivered a special lecture on World Red Cross Day on 8th May 2023. Festivals like Basant Panchmi and Lohri are celebrated almost every year.

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	View File
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 -1

Morning Walkers' Club

During the day time the students of Physical education department use the track for practice whereas, in the morning and evening hours same is used by morning walkers' club as well as sportspersons. The track is collectively maintained by the community and the college. Organize regular activities in different villages and locations of the area. Organize interactions of students with different civil society groups. Organize interactions of students with the eminent personalities of the area. Obstacles faced if any and strategies adopted to overcome them. Need was felt to keep a record of the visitors to the college in the morning and evening. This duty was assigned to the gate keeper to maintain a register of the visitors.

II. The Other practice is Fit Friday programme. The college strength is divided into four houses. To involve students and faculty in games and sports ensuring their physical and mental health. 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.

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

The institution shares very cordial relations with the Industrial Association of the town. Their members are always ready to support

the college in every possible manner. They sponsored the building of the college boundary wall, Gazebo, stairs of the stadium and gatekeeper's room with furniture and attached washroom. The college's core strength is its association with Nehru Yuva Kendra. This organisation involves college youth in many activities related to nation-building, social harmony, national integration, skill development and many other competitions. The unique feature of the college is financial help from an NGO active in the Dera Bassi area, YOUTH DREAMERS FOUNDATION. It has offered scholarships amounting to almost 30 lakh rupees in the year 22-23. Students are encouraged to participate in extra-curricular activities, NSS initiatives, Cultural activities, seminars and conferences to polish their talent. It helps students to work on their capabilities and gain an edge. The Morning Walkers' Club also funded the installation of an Open Air Gym on the campus. Many members of the club are alumni of the college.

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

As per the academic schedule given by Punjabi University Patiala, an academic calendar is prepared and approved by the academic council. The academic calendar provides the date of commencement of academic session. The academic calendar is shared with faculty members prior to the commencement of semester.

Based on the syllabus and student strength, subject allocation is done for every semester. The time table committee prepares the time table for all programs every semester.

Each member makes a session plan for efficient content delivery of the subject. For this, the member provides a unit-wise and month-wise distribution of the syllabus to be followed and according to the plan, the faculty completes the syllabus.

In addition to traditional classroom teaching, faculty members also use various ICT tools and active learning strategies through the preparation of teaching material, laboratory manuals, assignments, etc. The process is also supplemented with an online learning management system to make it more effective.

Each faculty maintains a handbook for all the records related to the session plan, individual timetable, academic calendar, attendance and continuous evaluation of student and other curricular-related data. The academic performance of students is continuously and meticulously monitored by conducting special tests, and mid-term exams.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gcderabassi.ac.in/

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

The departments develop action plans for effective implementation of the curriculum. The syllabus is divided into monthly unit-wise or lesson-wise plans so that study content can be delivered to students on time.

The curriculum includes not only traditional class teaching but associatory methods such as Group discussions, seminars, video lectures, webinars, case studies, mini projects, assignments, workshops, industrial visits, and educational tours.

Assessment is based on the students' Internal evaluation, attendance and behaviour. The University provides curriculum and Academic Calendar. The course plan is provided to students at the start of the semester. Class attendance registers are scrutinized by the Principal.

Invited lectures by domain experts are arranged for the students. Industrial and field visits to various places are organised. Placement and Career Guidance Cell also put all-around efforts into getting employment for the students through Job fairs.

Periodical feedback is obtained from students on teaching and other related activities of the college.

Regular IQAC committee meetings are held to review the teaching-learning process, and academic progress of the students and to address their grievances.

The college conducts mid-semester tests according to the academic calendar. They are duly marked and discussed with students. Faculty Members of the college also act as university question paper setters and almost all staff members participate in the evaluation of the University Examination.

The documentation of the data related to admissions and assessment is done online and saved.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gcderabassi.ac.in/

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	A. All of the above
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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
00

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

31

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

31

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. However, the prescribed syllabi and curricula of different courses deal with the aspects of Gender, Human Values, Environment and sustainability. The undergraduate programs 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. While talking about the theoretical and constitutional meaning of Gender Justice, the

curriculum of Political Science also includes gender Justice Movements and their demands.

Teachers at Government College, Dera Bassi, are teaching different aspects of environmental protection to students of all undergraduate courses including BA, BCom, BCom (Hons.), BCA and BSc through a paper titled Environmental & Road Safety Awareness. Similarly, the qualifying paper titled "Drug Abuse: Problem, Management and Prevention" also makes students aware of problems associated with the usage of drugs to the students of all undergraduate classes.

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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

269

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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gcderabassi.ac.in/igac_naac.php

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**

410

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 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, and committees in the college for polishing their skills. Expert lectures, workshops, and 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 the 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
1563	37

File Description	Documents
Any additional information	View File

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

Working out on the learning-centric approach used by the college has shaped an environment that is geared towards participative problem-solving and peer learning practices among the students. It helps students from being passive recipients to active stakeholders in the college. Due to low social backgrounds, they are allowed to comprehend at their level by ensuring their active involvement in class activities. They are encouraged for written assignments to enhance their confidence and develop writing skills, overcome stage fear and develop oratory skills. 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 the Fine Arts Department and Home Science Department or the students are taken to other institutions to attend 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

In addition to traditional class room teaching through chalk and talk method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning. 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 NList 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	https://gcderabassi.ac.in/infrastructure.php

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

37

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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**

37

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	View File

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**28**

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 noticeboard 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

The mechanism of internal assessment is highly developed, rigorous and transparent. Mid-semester tests are conducted for students, question papers are properly set and the result discussed with students. 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. 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. The students are also assessed on the basis of their attendance, response in the classroom, performance in their assignments.

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 first on the university website. POs and COs are also shared on the college 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	https://gcderabassi.ac.in/courses.php
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	No File Uploaded
Paste link for Additional information	https://gcderabassi.ac.in/courses.php

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

337

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/SSS%20analysis%2022-23.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)**

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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**

0

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	No File Uploaded
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**

18

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

2

File Description	Documents
Any additional information	View File
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

0

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

The college holds several extension activities promoting an institution-community network. Students and faculty are engaged

in community welfare activities thereby sensitizing students about social issues. 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 the community and local administration. Students/ volunteers are involved in a variety of extension activities through NSS, Red Ribbon Club and SVEEP. NSS volunteers and other students participated in all Central Government schemes and programmes like Fit India Run Movement, Clean India, Green India etc. Under these programmes, they went to surrounding villages for plantation drives and organised rallies for spreading awareness. Apart from this a Free Dental Check-Up Camp was organised in collaboration with Sukhmani Dental College. Blood Donation Camp was organised in collaboration with Indus International Hospital. A rally was held for the eradication of stubble burning. In collaboration with the local administration, SVEEP committee members and students toured the surrounding areas and spread awareness about the right to vote and its importance. Such activities have a positive impact on students sensitizing them about social issues, hence turning them into informed citizens and eventually converting them into valuable human resources. Students also gained awareness of waste management issues by proactively engaging in waste management initiatives. Plastic was banned on campus to promote a sustainable and ecologically friendly lifestyle.

File Description	Documents
Paste link for additional information	https://gcderabassi.ac.in/Uploads/nss/NSS%20Report%202022-23%20English.pdf
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	No File Uploaded
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

19

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

550

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

5

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 eighteen class rooms and six laboratories and about 56

computers which are being used for academic and administrative purposes 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	View File
Paste link for additional information	https://gcderabassi.ac.in/infrastructure.php

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, KhoKho court, Kabaddi court, Volleyball court, Badminton Court, Football Ground, Table Tennis, and Chess Board. The college provides a separate Gym for boys and girls with machines Olympic barbell, Pec Deck Machine, Treadmill, 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 also has a cricket kit, Handball poles, Yoga Mats, a Football net, a Badminton Net, a Weighing Machine, a Leg Massager Machine, and a Tug of war rope. The college has a proper Cultural and Youth Club Committee for Cultural activities. In September and October every year, the students participate in Zonal and Inter-Zonal Youth festivals and win prizes in different events organised by the affiliating university.

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

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://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)

38.80

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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 integrated knowledge resource with usage of automated/computerized Integrated Library Management System (ILMS)-KOHA. It has 18367 books which includes reference book etc. Apart from that library has 15 magazines and 17 Newspapers. In addition to the main library, the college has a separate library for self-financed courses ie. HEIS library has 1641 books. The college has access to N-LIST which extends access to e-Rsources to colleges in India, being jointly executed by e-ShodhSindhu Consortium, e-PG Pathshala, INFLIBNET portal and the INDEST-AICTE Consortium,

IIT Delhi. Our college has access to the SWAYAM programme initiated by the Government of India and designed to achieve the three cardinal principles of education policy viz., access, equity and quality. The students and staff are registered on Inflibnet through a username and password. The library has a seating capacity of nearly 110 students. For browsing and relaxed reading, an ICT room has been separately created with excellent ICT infrastructure and seamless access to the Internet. The library has a separate reference section with a 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, and download and printout facilities have been provided. 2. Reprographic facilities. 3. Organization of Book Exhibitions/Display of new books. 4. System of recommendation for purchase of books through Departments and from students.

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

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)

244667

File Description	Documents
Any additional information	View File
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

70

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, and internet bandwidth facilities of 300 Mbps within the 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 Sophos Firewall for security from spoofing attacks, with subscription being renewed every year. Students have facilities for e-mail, net surfing, and up/down loading of web-based applications, besides helping them in preparing projects, and 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. Internet, Laptops & LCD projectors are available in all smart rooms. 2) Laser Printers are provided to various departments. 3) Curriculum-based software is regularly updated based on the need for every semester. 4) All the latest Softwares are regularly updated. 5) Two laboratories are equipped with projectors and multimedia. 6) All computer systems have a backup Power Supply through GenSet and online UPS in the computer lab. 7) Regular maintenance is done by the

vendor during the warranty period and by the in-house technical team as per requirement.

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

4.3.2 - Number of Computers

30

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)

26.79

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 wifi 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****917**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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****238**

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

A. All of the above

hygiene) ICT/computing skills	
File Description	Documents
Link to institutional website	https://gcderabassi.ac.in/uploads/naac/5.1.3%20-%20Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
Any additional information	View File
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	
1459	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1459	
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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

44

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

40

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**22**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.****2**

File Description	Documents
e-copies of award letters and certificates	View File
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 deptshave students as office-bearers. These Associations/ societies/ clubs involve students for organizing varous events.

The following societies are activein 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	https://gcderabassi.ac.in/uploads/naac/5.3.2%20co-curricular%20and%20extracurricular%20activities.pdf
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

24

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	
<p>The governance of the institute is definitely reflective of transparent, supportive, responsive leadership which practices participative management and collective decision making in line with the vision and mission of the Institute.</p> <p>Institution Vision:</p> <p>To become preferred destination for aspirants of higher Education from surrounding areas.</p> <p>Institution Mission:</p> <p>i) To impart quality education at affordable rates.</p> <p>ii) To provide equal opportunities without any discrimination to all students.</p> <p>iii) To keep pace with time in the field of Information Technology.</p> <p>Institution Objectives:</p> <p>To ensure holistic development of students so that they can contribute towards nation building</p> <p>To realize the vision, Institution tries its best to stand as a symbol of innovative advancement, creativity and well sophisticated repository of knowledge for its focus on delivering to the world as socially responsible individuals.</p> <p>Its mission is to impart quality education to its students through professional and research oriented commitment. The IQAC</p>	

cell of the college has its teaching and learning section which helps in paving ways to inculcate values and ethics along with courses.

The college also implements various schemes regarding higher education policies announced by the government from time to time so as to follow and compliance with the policies of the government bodies like MHRD, UGC. As per duties assigned by the Principal, the convenors of the committees communicate Government's policies through video conferences, circulars and e-mails etc. and also follow in to the specific responsibilities or activities according to the instructions/Guidelines of the Government.

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.

The Principal is a Head of the organizational structure. She is the main executive authority who frames policies, strategies and plans. The Principal is assisted by the Academic Council, Registrar office and Bursar office and other committees constituted for various purposes of the College throughout the session.

Bursar of the college helps the Principal in the management of the financial resources of the college. Registrar Examination is main pivot for management of academic activities of the college. Registrar provides necessary inputs in the academic council meetings where all the important decisions regarding the academic and co-curricular activities are taken. During the session, meetings of the Academic Council discuss the performance of the students as provided by the Registrar Office. Academic council acts as advisory body on various issues like purchase of equipment and furniture, renovation of Building.

Conduct of House Exams, University Exams and Evaluation is broadly handled by Examination Branch. This office, apart from conducting exams is also responsible for organizing Annual Prize Distribution Function/Convocation.

The college has also constituted various committees for specific purpose so that all the important activities/functions are held by these committees according to the events allocated under them. When it comes to the execution of the policies, he/she heads all the committees and provides required inputs to keep the committees focused on the vision of the governing body.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

We believe that planning is very essential to accomplish the vision and mission of our college. Perspective planning and deployment document of Government College Derabassi is based on the analysis of current obstacles and future opportunities and envisages the direction towards which we as an organisation would wish to move. The first part of it includes the special features, vision and mission, institutional short, medium and long term goals. These are defined and guided by the stakeholders (Principal, Staff Council, HODs and other Faculty members, Industry, Collaborating organisations, Students, Alumni and Parents) through SWOC Analysis. After analysing the internal and external environment, the institutional goals were setup through continuous discussion with our stakeholders. While formulating the perspective plan and deployment document, care has been taken to involve all stakeholders to help contribute their part which is vital for the success of any organisation. Our perspective plan focuses on key priorities and achievement of goals during the 2022-28 period.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
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 decisionmaking. 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/igac_naac.php
Upload any additional information	No File Uploaded

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	View File
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, Casual leave, Maternity leave,
- Child care leave
- LTC
- Loan Against Provident Fund
- Medical reimbursement
- Study leave under career advancement Programmes for pursuing Higher Education

Welfare Measures for Non-Teaching Staff

- Medical leave (full pay/ half pay), Earned leave, Casual Leave, Maternity leave
- Child care leave
- LTC
- Loan Against Provident Fund
- Medical re-imbursement

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**2**

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**

25

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

All teaching and as well as non-teaching staff members are assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents (in case of Ministerial Staff) and technical abilities (in case of workshop staff).

The comprehensive Annual Confidential Report comprises of 32 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Director by the forwarding officer. On satisfactory performance, all employees are granted promotions and financial upgradation under the ACP Scheme. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	https://hrms.punjab.gov.in/
Upload any additional information	No File Uploaded

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

All accounts are monitored and subjected to rigorous audits. Audit can be external or internal as directed by the Department of Higher Education. An Academic and Administrative Audit of the college was conducted by the govt appointed team in May 2022. The college was subjected to an academic and administrative audit by the affiliating university in May 2023 and was adjudged good.

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 2022-23.

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)

1.15 Lakhs

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, use of CSR funds 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 cell of the college has contributed significantly for maintaining and improving the quality of the academic process. It has set procedures and institutionalized mechanisms to ensure the effectiveness of teaching. The old-age system of stating the objectives, delivering the curriculum and testing the students' learning levels has become multidimensional and sophisticated. The IQAC has played a vital role in setting benchmarks, making changes to meet those standards and evaluating the effectiveness of its decisions.

Teaching learning has been revolutionized by ICT-enabled teaching. Over the past few years, the IQAC has recommended creating more smart classrooms, developing e-content, maintaining an interactive website, connecting with students through social media and introducing skill development programmers.

The IQAC has strengthened the student support system by creating suitable platforms like Student Grievance Cell, Women Harassment Cell and Anti-ragging Committee. IQAC encourages the participation of teachers in Faculty Development Programs by laying down the rule of duty leave.

After the lockdown, IQAC suggested various corrective measures to get the studies back on track. Online teaching, sharing of study material, interaction through WhatsApp groups and online admission was some of the steps taken by the college on the recommendation of the IQAC.

Yoga practice sessions were introduced and are still frequently held to ensure the mental and physical health of students. The IQAC also gave directions to strengthen the Placement Cell of the college. It has been greatly helping the students who are mostly from rural and poor strata.

File Description	Documents
Paste link for additional information	Nil
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

IQAC, within the college monitors and review the teaching learning process methodologies of operations and learning outcomes along with other committees, at periodic intervals. IQAC is following proven standard methods over the years for teaching, learning and evaluation to review the teaching learning process, and learning outcomes. However, based on feedback from various stakeholders, several innovative activities and appropriate corrective actions have been introduced from time to time. The improvements based on feedback implemented are:

- **A strong redressal system-**

The college has Women cell, grievance redressal cell which help in timely redressal of students' grievances which are mainly related to examination related problems.

- **Evaluation of teachers by the students-**

Through student satisfaction survey, the evaluation of the teachers is done by the students. Also, the feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. The principal also screens the feedback system.

- **Student learning outcomes-**

The institute monitors the performance of the students and collect data about the learning outcomes through following means:

- **Regular class tests and interactions.**
- **Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar**

presentations.

- Semester system of examination for all courses.

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

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	Nil
Upload e-copies of the accreditations and certifications	View File
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

Yuva Utsav was organized at Government College, Derabassi, to mark International Women's Day on 7th March, 2023, in collaboration with Nehru Yuva Kendra. Students performed Bhangra, Giddha and Nukkar Natak etc on the occasion. This program was telecast by Jalandhar Doordarshan which is available on the YouTube channel. The Principal addressed the

girl students elaborating on the maintenance of personal hygiene as well as sanitary conditions on the college campus and in the surroundings. A Beauty and Wellness workshop was organised for girls from March 6-11, 2023 under the skill development programme of the Punjab government. As many as 10 girls are being trained in computer, steno-typing, communication skills by Vidyavati Memorial Charitable Trust under an MoU. The college purchased more chairs, locker, Almirah and one bed-cum-sofa for the girls' common room under RUSA Equity grant. The college keeps on educating young girls to voice their opinions regarding issues related to women. The contact numbers of Women Cell members have been displayed on the notice board and the college website in case of any grievance or complaint. Dos and don'ts of cybersecurity have been put on the notice board in the girls' Common Room. The college ensures periodic checking and servicing of vending machine and incinerator installed in the washroom and common room.

File Description	Documents
Annual gender sensitization action plan	https://gcderabassi.ac.in/uploads/naac/Gender%20Sensitization.pdf
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

The college segregates biodegradable waste like leaves, vegetables /fruit peels, leftover food and non-biodegradable waste like paper, and glass. Biodegradable waste is dumped in a pit to prepare compost to be used as manure for plants in college. The college has three pits in the backyard of the canteen and compost is created from dry leaves and other organic waste. The non-biodegradable waste is collected by the Municipal Corporation truck from the campus.

E-waste bin has been installed on the college premises and students are encouraged to dispose of e-waste in them. As the college does not produce Biomedical and radioactive waste, we don't directly deal with its management. Government College, Dera Bassi creates awareness among students through a compulsory paper on the Environment as part of the curriculum of first-year students in Undergraduate classes. Liquid waste is drained out from the college into the municipal sewage system. Waste paper produced in the college is sold. After dismantling the unsafe ramp, iron debris was given off to the contractor according to norms. Dead trees were auctioned which were felled after obtaining permission from the Forest Department.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://gcderabassi.ac.in/uploads/naac/Garbage%20Management%20web.pdf
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 of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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:

- 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	View File
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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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).

The college organizes several activities to promote an environment of communal harmony and inculcate ethical and spiritual values among them. The days commemorated for religious purposes include the birthdays and martyrdom days of Sikh gurus. Pathwas held on the campus in which staff and students prepared and distributed the prasad. The college also pays homage to freedom fighters by celebrating their birthdays and observing their martyrdom days. All festivals including Diwali, Lohri, Basant Panchmi, and Teej are celebrated together on the campus and students participate in them irrespective of their caste, religion and region. Students from different backgrounds participate in all events like Teachers' Day, oath ceremonies, plantation drives, International Women's Day, Yoga Day etc. The college caters to students belonging to different castes, communities and socio-economic strata and it treats all

of them equally. Under the Central government's programme Ek Bharat Shreshtha, Andhra Pradesh cuisine was prepared spreading the message of national integration. Hindi Day and Punjabi Mah are also celebrated to acquaint students with the richness of all languages and cultures. The college celebrated Har Ghar Tiranga under the Azadi Ka Amrit Mahotsav programme by hoisting the Tiranga on the college campus on August 13, 2022. The college celebrated Martyrs' Day in remembrance of Bhagat Singh through NSS activities. A slogan writing competition was organised to celebrate Punjabi Maah.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

A portrait-making competition of great freedom fighters of India was organised by the Department of Fine Arts on August 15, 2022. The National Constitution Day was celebrated in collaboration with Nehru Yuva Kendra, Mohali, Punjab (Chandigarh). Speech competitions and quiz competitions were conducted in the college on four subjects (1. Future of work 2. Climate change and disaster risk reduction 3. Peacebuilding and Reconciliation 4. Youth in democracy). Six NSS volunteers and students of the college received a three-day training on "Community Services" at Winners of District Level slogan writing competition and painting competition held at Chandigarh University. The area traffic police in charge, ASI Janak Raj, from the Traffic Police Education Cell delivered a lecture on road safety and distributed helmets to students. A poster-making competition was organised on the importance of the right to vote. NSS and Red Ribbon Club together organized Fit India Freedom Run 3.0 in which the participants spread health awareness on the Gulabgarh City Road. Almost 18 boys and 14 girls participated in this activity. Dr. Harwinder Kaur visited Mata Gujari Kaur College, Fatehgarh Sahib, under the Youth and Red Cross Council workshop. Students participated in the YRC camp held at Chandigarh University, Gharuan, on behalf of the Red Ribbon Club.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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 closely works with the local administration to celebrate days of national importance. Its playgrounds are used for most of the government functions and the college ensures full participation of its staff and students in them to mark other days like Unity Day, Constitution Day or Martyrdom Day of Shahid Bhagat Singh. The college participates in all national missions/ campaigns like Azadi ka Amrut Mahotsav, Green IndiaClean India and so on. The college celebrated National Girl Child Day in online mode by starting a "Selfie with

Daughter" programme.

An exhibition was organised by the Home Science and Fine Arts departments on 21st October 2022. The departments prepared mouth-watering dishes and many decorative items related to Diwali. World AIDS Day was celebrated by the college in collaboration with the Red Ribbon Club on 1st Dec. 2022. A poster-making competition on National Voters Day on January 25, 2023. The college celebrated Children's Day on 14th November 2022 at primary school and Anganwari Centre of village Mukandpur. Prof. Sunil Kumar delivered a special lecture on World Red Cross Day on 8th May 2023. Festivals like Basant Panchmi and Lohri are celebrated almost every year.

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	View File
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 -1

Morning Walkers' Club

During the day time the students of Physical education department use the track for practice whereas, in the morning and evening hours same is used by morning walkers' club as well as sportspersons. The track is collectively maintained by the community and the college. Organize regular activities in different villages and locations of the area. Organize interactions of students with different civil society groups. Organize interactions of students with the eminent personalities of the area. Obstacles faced if any and strategies adopted to overcome them. Need was felt to keep a record of the visitors to the college in the morning and evening. This duty was assigned to the gate keeper to maintain a register of the visitors.

II. The Other practice is Fit Friday programme. The college strength is divided into four houses. To involve students and faculty in games and sports ensuring their physical and mental health. 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.

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

The institution shares very cordial relations with the Industrial Association of the town. Their members are always ready to support the college in every possible manner. They sponsored the building of the college boundary wall, Gazebo, stairs of the stadium and gatekeeper's room with furniture and attached washroom. The college's core strength is its association with Nehru Yuva Kendra. This organisation involves college youth in many activities related to nation-building, social harmony, national integration, skill development and many other competitions. The unique feature of the college is financial help from an NGO active in the Dera Bassi area, YOUTH DREAMERS FOUNDATION. It has offered scholarships amounting to almost 30 lakh rupees in the year 22-23. Students are encouraged to participate in extra-curricular activities, NSS initiatives, Cultural activities, seminars and conferences to polish their talent. It helps students to work on their capabilities and gain an edge. The Morning Walkers' Club also funded the installation of an Open Air Gym on the campus. Many members of the club are alumni of the college.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To do follow up for the introduction of MCom from the session 2024-25.

To strengthen ties with NGO Youth Dreamers' Foundation for greater financial assistance to students.

To add to library resources by buying more books.

To introduce an English for Work course to improve students' soft skills.

To introduce the Life Skills course of UGC as part of value-based education.

To organise educational trips for students.

To update and restructure IQAC.

To expedite the construction work of the college building.

To organise an alumni meet.

To hold an NSS camp for the students.

To step up activities under SVEEP for voting awareness.