

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

**AQAR for the year**

2009-10

#### I. Details of the Institution

1.1 Name of the Institution

Anglo Sanskrit College for Women

1.2 Address Line 1

Amloh Road, Khanna

Address Line 2

—

City/Town

Khanna, Distt. Ludhiana

State

Punjab

Pin Code

141401

Institution e-mail address

[ascollegeforwomen@gmail.com](mailto:ascollegeforwomen@gmail.com)

Contact Nos.

01628-220570

Name of the Head of the Institution:

Dr. Meenu Sharma

Tel. No. with STD Code:

01628-220470

Mobile:

098722-07005

Name of the IQAC Co-ordinator:

Dr. Karuna Arora

Mobile:

094635-66064

IQAC e-mail address:

ascw.naac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

PBCOGN12045

**OR**

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC/35/001 Dated February 28, 2005

1.5 Website address:

www.ascwkhanna.com

Web-link of the AQAR:

www.ascwkhanna.com/downloads/aqar/2009-10

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	82.40	2005	5 Years
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY

01-08-2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2005-06 submitted to NAAC on 29/06/2006
- ii. AQAR 2006-07 submitted to NAAC on 20/10/2007
- iii. AQAR 2007-08 submitted to NAAC on 07/04/2009
- iv. AQAR 2008-09 submitted to NAAC on 27/02/2010

1.9 Institutional Status

University **NA.** ☐ State ☐ Central ☐ Deemed ☐ Private

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify) . Computer Science and Application

1.11 Name of the Affiliating University (for the Colleges)

Panjab University, Chandigarh

### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

NA.

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

02

2.5 No. of Alumni

01

2. 6 No. of any other stakeholder and  
Community representatives

NIL

2.7 No. of Nominees from Employers/ Industrialists

NIL

2.8 No. of other External Experts

01

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

NIL

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff/ Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒  
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. An Educative Lecture on the importance of Physical Fitness.
2. An Extension Lecture for highlighting the Utility of NCC.
3. A Seminar on Indian Female Managers and their role in Economic Development.
4. A Seminar on Anti-Ragging Awareness.
5. A Seminar on Computer Hardware.
6. A Seminar on Human Rights.
7. A Seminar on Female Foeticide.
8. A Workshop on Vedic Mathematics.
9. A Lecture on body fitness and the use of Homeopathic medicines

2.14 Significant Activities and contributions made by IQAC

- Under the guidance of IQAC a number of activities were organized like Havan Yajna, Van Mohatsav, Blood Donation Camp, Central Association, Talent Hunt, Teej Festival, Declamation Contests, Paper Reading Contest, Calligraphy Competition, Inter Class Calligraphy Competition, Quiz Competitions and Mental Ability Test, Lohri Celebrations, Swar Lehri Programme, Inter College Fashion Show (Glitz-2009), Sports Day, Convocation, Valedictory Function.
- A total of 09 Educational Tours or visits was organized under the Guidance of IQAC

\*These meetings were conducted by the College Principal with various stakeholders - Faculty members, Non-Teaching Staff/Students and Alumni for the welfare of Institution.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. Construction of Hostel Building. 2. Completion of Multipurpose Hall in Sports Ground. 3. Beautification of the College Campus. 4. Extra Classes for the weak students and special coaching for Meritorious Students. 5. To organize seminars and workshops. 6. Addition of more books in the Library. 7. Installation of more water coolers. 8. Addition of New Classrooms. 9. Construction of Conference Hall.	1. The College Hostel Building is under Construction. 2. A mini stadium was constructed in the College Sports Ground. 3. Beautification of the College Sports Ground 4. Extra classes for the weak students and special coaching for meritorious students has been done regularly. 5. Extension Lectures/Workshops were organised by the Post Graduate Dept. By Hindi and Economics. 6. Total 1121 Text Books, 53 Reference Books and 75 Journals/Periodicals are added in library

\* Attach the Academic Calendar of the year as Annexure (Detail given in Annexure-I)

2.15 Whether the AQAR was placed in statutory body      Yes ☐      No ☒

Management ☐      Syndicate ☐      Any other body ☐

Provide the details of the action taken

NA.
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## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-			
PG	02	-	02	-
UG	04	-	03	-
PG Diploma	01	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	04	-	04	-
<b>Total</b>	11	-	10	-
Interdisciplinary	-			
Innovative	-			

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

18 Elective Subjects, 25 Subject Combinations. PG Diploma: 01, UG: 04, PG: 02

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	16

1.3 Feedback from stakeholders    Alumni ☒    Parents ☒    Employers ☐    Students ☒  
*(On all aspects)*

Mode of feedback :    Online ☐    Manual ☒    Co-operating schools (for PEI) ☐

One of the most prominent features of the college is to take feedback from stakeholders on teachers and students programme evaluation. While framing the questionnaire some important issues are taken into consideration i.e. quality of education provided in the college, affinity between the teacher and the taught infrastructural amenities at disposal along with curriculum and co-curricular activities conducted

at the institute. The considerable features of the feedback are as follows:-The students share an interconnection with the faculty members of the college. They found the teachers members of the college. They found the teachers honest to their work, who not only navigated them in academics but cautioned them on personal level also. They found the infrastructural facilities more than satisfactory. The students feel honored to be a part of this reputable institution.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus of UG and PG Classes is revised from time to time by Panjab University, Chandigarh.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Introduction to Computer Science as an Additional optional subject at 1<sup>st</sup> Degree level

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	10	4	6	-	-

2.2 No. of permanent faculty with Ph.D.	4
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	43	-	-	-	-	-	01	-	44	-

2.4 No. of Guest and Visiting faculty and Temporary faculty	-	-	44
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	02	04
Presented papers	01	03	-
Resource Persons	-	-	-

Detail given in Annexure-II

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- 09 Extension Lectures were organised by different departments for the upgradation of the skills.
- 02 Industrial visits organized by department of Home Science and Fashion Designing for Chankya Dairy Products and Subhash Polytec. Ltd. In Gyaspura, Ludhiana.
- To sensitize the youth about contemporary issues traditional methods are incorporated with ICT tools like charts modals, video films, OHP sides and power point presentation.
- Power Point Presentations on Contemporary topics by UG and PG Departments.
- A 'Book Exhibition' courtesy 'Jan Chetna' Ltd. Ludhiana was organized in the college campus

2.7 Total No. of actual teaching days

during this academic year	186
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

- Special Test for the students who fail to qualifying house exams. and for those who could not appear in House Exams. due to their participation in various activities.
- Results of both the house Exams sent to the parents by post.
- Rechecking process is followed to give justice to students
- Multiple choice questions verbally and in written forms. Scripts of the fresh appointees are supervised by the senior teachers to find out the discrepancies and their correlation.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

02

01

01

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85.99

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	782	1.15%	50.12 %	83.37	14.32%	97.69%
B.Com	122	0.81%	49.18%	90.16%	6.55%	96.72%
BCA	97	5.15%	65.97%	69.07%	16.49%	85.56%
PGDCA	25	8%	60%	72%	8%	80%
BSc.(FD)	12	58.33%	75%	75%	16.66%	100%
B.Com (Hons)	12	.....	91.66%	100%	.....	100%
B.A(Hons.)	12	.....	41.66%	100%	.....	100%
M.A(Hindi)	38	.....	65.78%	94.73%	5.26%	100%
M.A(Eco.)	30	.....	50%	100%	.....	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- The IQAC scrutinizes the data collected from administrative office and suggest corrective measures after thorough analysis.
- Before the beginning of the session 2009-10, IQAC cell prepared College Prospectus containing important information regarding rules of admission, subject combinations , fee structure, Academic and Co-academic calendars and college activities and achievements of session 2008-09.(Detail is given in Annexure-III)
- Time Table and Unitization of syllabus is prepared in the beginning of the session.
- On the very first day of the session, Principal held meeting with staff to discuss the results and strategy to be followed in future for further progress of the students.
- Comparative chart showing College Pass percentage and University Pass percentage for all classes is prepared and analyzed.
- Regular checking of lesson plans and syllabus covered was done throughout the session
- Teachers are encouraged to use ICT in teaching learning process.
- Checking the result records of teachers by Management and the Principal
- Encourages Anti-Ragging environment
- Direct interaction between IQAC members and the Principal

- The internal assessment is based on three monthly class tests/House exam held in August, September and December respectively failing which they will not be allowed to appear in the final exams. Rules and Regulations are proper highlighted in the College Prospectus.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others	-

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	-	-	-
Technical Staff	01	01	-	01
Class IV employees	5	-	-	10

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC encourages faculty members to register themselves for Ph.D and M.Phil. It also encourages Heads of Departments to organise Conferences, Seminars and to encourage the Staff for major and minor research projects.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	01	01
Non-Peer Review Journals	-	01	-
e-Journals	-	-	-
Conference proceedings	-	-	-

#### 3.5 Details on Impact factor of publications: Non-Availability of data

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-

Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from NA.

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

B + + By  
NAAC in  
2005

3.10 Revenue generated through consultancy

3.11 No. of conferences  
organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	01	-
Sponsoring agencies	-	-	-	Panjab University, Chandigarh	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Distt.	College
02	-	-	01	-	01	-

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

-

-

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) N.A

JRF

-

SRF

-

Project Fellows

-

Any other

-

3.21 No. of students Participated in NSS events:

University level

110

State level

-

National level

-

International level

-

3.22 No. of students participated in NCC events:

University level

-

State level

27

National level

-

International level

-

3.23 No. of Awards won in NSS:

University level

-

State level

-

National level

-

International level

-

3.24 No. of Awards won in NCC:

University level

-

State level

01

National level

-

International level

-

3.25 No. of Extension activities organized

University forum

-

College forum

26

NCC

03

NSS

02

Any other

09

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

#### **NSS, NCC and Red Cross Society Activities :**

- 7 Days' Day Camp by NSS Unit from 2-10-2009 to 08-10-2009
- Van Mohatsav by NCC and NSS Units on 17-09-2009
- Blood Donation Camp by Red Cross Society ,Red Ribbon Club and Central Association on 14-11-2009.
- Two seminars on Female Foeticide were organised by NCC Unit on 15-10-2009 and 21-01-2010
- Extension Lecture by NCC Unit highlighting the utility of NCC for girls students on 03-09-2009

#### **Movie Shows**

A Movie 'Cheekh' on burning problem of 'Female Foeticide' was shown on 23-01-2010.

#### **Cultural Activities / Celebrations**

- Havan was solemnised on 25<sup>th</sup> July, 2009
- Talent Hunt was celebrated on 22<sup>nd</sup> August, 2009.
- Teej Festival was celebrated on 13<sup>th</sup> August, 2009.
- Lohri was celebrated on 13<sup>th</sup> January, 2010.
- Swar Lehri Programme was organised on 02<sup>nd</sup> February, 2010.
- Happy German Bagpiper Troupe was organised on 30<sup>th</sup> October ,2009.
- Sports Day was celebrated on 08<sup>th</sup> February, 2010.
- Convocation was held on 10<sup>th</sup> March, 2010.
- Valedictory Function was celebrated on 13<sup>th</sup> March, 2010.

#### **Seminar/Lectures/Contests/Competitions/Exhibitions**

- ♦ An Educative Lecture on the importance of Physical Fitness.
- ♦ An Extension Lecture for highlighting the Utility of NCC.
- ♦ A Seminar on Indian Female Managers and their role in Economic Development.
- ♦ A Seminar on Anti-Ragging Awareness.
- ♦ A Seminar on Computer Hardware.
- ♦ A Seminar on Human Rights.
- ♦ A Seminar on Female Foeticide on 21<sup>st</sup> January, 2010
- ♦ A Workshop on Vedic Mathematics.
- ♦ A Lecture on body fitness and the use of Homeopathic medicines.
- ♦ 'Rakhi Exhibition' was organised on 01<sup>st</sup> August, 2009.
- ♦ A 'Book Exhibition' was organised on 05<sup>th</sup> November, 2009.
- ♦ A 'Vedic Declamation Contest' was organised on 16<sup>th</sup> January, 2010.
- ♦ An 'Inter College Declamation' Contest was held on 29<sup>th</sup> January, 2010.
- ♦ Paper Reading Contest and Calligraphy Competition.
- ♦ A Quiz Competition was organised on 22<sup>nd</sup> October, 2009.
- ♦ A Quiz Competition was organised on 07<sup>th</sup> November, 2009.
- ♦ Two Mental Ability Tests were held on 2<sup>nd</sup> February, 2010 and 19<sup>th</sup> February, 2010.

### **Trips and Industrial Visits**

- One Day Educational Visit to Ludhiana by Fashion Designing Department on 08<sup>th</sup> August, 2009.
- One Day Educational Trip to Jalandhar by Computer Department on 30<sup>th</sup> August, 2009.
- One Day Educational Trip to Hussaini Wala Border by Commerce Department on 01<sup>st</sup> November, 2009.
- An Educational trip to Chandigarh by Computer Department on 02<sup>nd</sup> November, 2009.
- An Educational Trip to 'Fun City Amusement Park' by Political Science and Public Administration Department on 08<sup>th</sup> November, 2009.
- One Day Religious Trip to Shri. Amritsar Sahib by Hindi and Economics Department on 22<sup>nd</sup> November, 2009.
- An Educational Trip to Chanakya Dairy Products Ltd. Mandi Gobindgarh by Home Science Department on 01<sup>th</sup> December, 2009.
- One Day trip organised to Suraj Kund by Fashion Designing on 12<sup>th</sup> February, 2010.
- An Industrial Visit to Subhash Poly Tec. Ltd. by Fashion Designing Department on 22<sup>nd</sup> February, 2010.

(Detail given in Annexure-IV (a to m))

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.53 Acre	-	-	4.53 Acre
Class rooms	23	-	-	23
Laboratories	10	01	UGC	11
Seminar Halls	-	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs. 54,912	-	Rs.54,912
Others	-	Rs. 2,42,3166	-	Rs.2,42,3166

#### 4.2 Computerization of administration and library

1. General and Account Offices are fully computerized.
2. Library has been equipped with 03 computer systems along with Internet facility for staff and students.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19096	Rs.27,03,490	1121	Rs. 2,31,131	20217	Rs.29,34,621
Reference Books	615	Rs.3,50,135	53	Rs. 32,465	668	Rs.3,82,600
e-Books	-					
Journals/Periodicals	72	Rs.27,535	3+Renewal of existing 72 Journals	Rs.28,115	75	Rs.55,650
e-Journals	-					
Digital Database	-	-	-	-	-	-
CD & Video	154 CDs	-	-	-	154 CDs	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	59	47	04	-	-	04	01	03
Added	-	-	-	-	-	-	-	-
Total	59	47	04	-	-	04	01	03

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

- a) Internet facility is made available to the Staff and Students in the Computer Lab.
- b) Crash Course in Computer Applications and Internet is available for the students.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 86,510/-
ii) Campus Infrastructure and facilities	Rs. 4,40,677.14/-
iii) Equipments	Rs. 28,346/-
iv) Others	Rs. 15,322/-
<b>Total :</b>	Rs. 5, 70,855.14/-

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Information regarding provision of Student Welfare Programmes like Scholarships given by the University, Government and by the college to SC/ST/OBC/Minority groups and to brilliant students, fee concessions and Book-Bank facility is clearly mentioned in College Prospectus, displayed on College Notice-boards and also announced in Monday Morning Assembly.

The Institution makes it mandatory that all deserving students get the benefits. During 2009-10, 271 students were benefitted amounting to **Rs. 4, 54,540/-**.

#### 5.2 Efforts made by the institution for tracking the progression

- Two to four Class tests per month are given to the students by each staff member.
- 1<sup>st</sup> House Test in September and 2<sup>nd</sup> House Test in December are commented by the Institution and softcopy of results is prepared and is mailed to their parents.
- Special tests for students who could not clear the University condition
- Remedial Classes for weak students
- Assignments are given on various topics to both UG and PG students.
- Internal Assessment is based on specific criteria.
- College pass percentage is compared with University pass percentage to analyse the performance of the students.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1095	103	-	-

#### (b) No. of students outside the state

01

#### (c) No. of international students

-

No	%
-	-

Men

Women

No	%
1198	100%

Last Year					This Year				
General	SC/ST	OBC	Physically Challenged /Minority	Total	General	SC/ST	OBC	Physically Challenged/ Minority	Total
1021	146	97	-	1264	879	140	68	111	1198

Demand ratio (For all classes except B.Com.) - 1:1      Dropout %    3.26

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- As such there is no formal mechanism for coaching for competitive examination but a NET-based test is conducted for PG students.
- Guidance is provided by the faculty members regarding Competitive Exams in informal manner.
- Latest books are made available in the library on various competitiveness exams like B.Ed, UGC-NET, Bank Recruitment (P.O & Clerk), Insurance, Railways, Civil Supply, Taxation, Civil Services exams, Provincial Services etc.
- Information regarding the details of competitive exams. is displayed on notice board by Career counselling and Guidance Cell of the college.
- NCC Cadets are guided by the NCC Incharge regarding the recruitment in Punjab Police.

No. of students beneficiaries

93

#### 5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

#### 5.6 Details of student counselling and career guidance

Career Counselling and Guidance Cell of the college displays the detailed information regarding Competitive Exams like B.Ed, UGC-NET, Bank Recruitment (P.O & Clerk), Insurance, Railways, Civil Supply, Taxation, Civil Services exams, Provincial Services etc.

So that the students can apply for these exams in time. Full support is provided by the institution. Extension lectures on Subject specialization, Soft skills, Interviews Skills are arranged.

Committee for Counselling the students at the time of admission is prepared which is headed by experienced seminar faculty member who guides the students to opt particular stream according to their marks in lower exams & area of interest.

A workshop on 'Vedic Mathematics' was organised by Post Graduate Department of Hindi & Economics on 17-02-2010 where Dr. Ramna Singla gave techniques on Mathematics to enable the students for essay celebrations in competitive exams.	Students from M.A (Eco.0, MA (Hindi) PGDCA and B.Com attended the lecture	About 132 students learnt the technique of making calculations easier.
Mock-Test and Multiple-Choice Questions are given to UG and PG students	Students from MA (Eco) MA (Hindi), B.Com, PGDCA and BCA appeared in the test.	About 235 students were benefitted from these tests.

No. of students benefitted

235

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

#### 5.8 Details of gender sensitization programmes

Student Grievance Redressal Cell addresses to the complaints of the students  
An Extension Lecture on Female foeticide, Self defence and Rights of women, information about the Acts against women exploitation  
Lohri for girls students was celebrated in the institution on 13-01-2010

#### 5.9 Students Activities

##### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level

23

National level

-

International level

-

No. of students participated in cultural events

State/ University level

85

National level

-

International level

-

##### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level

02

National level

-

International level

-

Cultural: State/ University level

13

National level

-

International level

-

#### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	18	Rs.24,200
Financial support from government	208	Rs.2,77,810
Financial support from other sources	26	Rs.1,04000
Number of students who received International/ National recognitions	19	Rs.48,530

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 02

a) Compact time table for PG students

b) More bus routes for students coming from villages

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:** Vision of the college is to produce **Awakened Women** in order to aim at an **Awakened Nation**. The college also envisions raising the living standard of the regular youth by imparting quality education to them.

**Mission:-**The College aims at producing **Value-Based Education** to produce responsible citizens for nation and to lay stress on Job oriented courses. It also aims to make the students aware of their health, environmental pollution and to guard themselves and their families against drug addiction, AIDS and Female Foeticide. To produce every facility to teachers and taught to keep them aware of latest development in the field of information technology.

***“We want commitment not compliance”.***

#### 6.2 Does the Institution has a management Information System

Yes, the institution has a Management Information System in the form of IQAC and various other Committees adopting accreditation quality sustenance measure. Learning is a continuous process. So, IQAC opts for the plans and programs that aims at enrichment of curriculum and extension activities. Details of various committees is given in Annexure –V (a to c)

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

Two faculty members are the members of U.G Board of Studies in English and Economics. House tests, class tests are conducted according to University Norms, Subject allocation as per specialization of teachers.

##### 6.3.2 Teaching and Learning

Adopting innovative teaching pedagogies is our main objective and major strength. Group discussion, debates, tutorial, seminars, Educational tours Industrial Visit etc. are adopted for proper understanding of subjects and thereby ensuring efficient teaching-learning process. Dean Academics ensures the preparation of workloads, time-tables for different disciplines and well defined unitization of syllabus by each staff member. Well stocked Library . Seminars, Workshop, extension lectures are also organized. Teachers are encouraged to attend Faculty Development Program such as Orientation Programs, Refresher Courses, Seminars and Workshops. Faculty Members are also encouraged to undertake research activities.

### 6.3.3 Examination and Evaluation

To evaluate performance of the students, 1<sup>st</sup> Term and 2<sup>nd</sup> Term House Tests are conducted in September and December according to University rule results are sent to their parents. Internal assessment based on the marks secured by students in house tests will be sent to the Controller of Exam P.U. through software provided by the University. Different type of evaluation methods and transparency is achieved. University appointed examination officers to ensure smooth conduct of University exams. College appoints Centre Supdt., Deputy Supdt., Asstt. Supdts. and other staff for the exams. Teacher-wise results are examined by the Governing Body of the college. To evaluate the performance of teaching and learning, feedback is taken from students, alumni, parents and other stakeholders.

Special Tests and Remedial classes are held.

### 6.3.4 Research and Development

The college encourages the teachers for research work. The college is already having 07 Ph.D teachers. Teachers are encouraged to attend Seminars/ Conferences'/Workshops and submit proposals for projects. Eminent scholars / researchers are invited to deliver extension lectures for the benefits of students. During 2009-10, 02 faculty members presented research papers at National Conferences and 04 at State Level Conferences.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The college have well stocked library. During 2009-10, 1122 Text-Books worth Rs. 231131, 53 Reference Books worth Rs. 32465, 75 Journals worth Rs. 28115 were purchased. Regular updating the Labs, General and account offices are computerized, Teachers are encouraged to teach with LCD Projectors and OHP projectors. A sum of Rs. 86510 was spent on the maintenance and upgradation of Computer facility. Regular upgradation of infrastructure is done.

### 6.3.6 Human Resource Management

IQAC allocates subjects to the teaching staff according to their area of specialisation and experience. College Advisory Committee, Examination Committee, Library Committee etc. along with Dean Academics, Dean Co-academics and Dean Sports plan and implement the activities of the session. Evaluation of the teachers are done through Annual Confidential Report, additional increments, Self-appraisal report and API Proformas. Along with teaching, 25 Committees of the college have been made (Details of Committees given in Annexure-V (a to c)).

### 6.3.7 Faculty and Staff recruitment

The institution believes in selecting the right people for giving them right learning opportunities. Regular appointments are made strictly according to the laid down norms and procedures. External experts are also sometimes invited to select contractual/Adhoc teachers qualification of the staff is given preference. The college has the following staff: Teaching faculty- 54

Permanent faculty -10 (Associate Prof. – 06, Assistant Prof. – 04)

Adhoc faculty: 44

Non-Teaching Staff: 15

Administrative Staff 10, Class IV employees - 05

### 6.3.8 Industry Interaction / Collaboration

People from various industries occasionally visit the institution to provide career guidance and counselling to the students.

- An Educational Trip to Chanakya Dairy Products Ltd. Mandi Gobindgarh by Home Science Department on 01<sup>st</sup> December 2009.
- An Industrial Visit to Subhash Poly Tec. Ltd. by Fashion Designing Department on 22<sup>nd</sup> Feb.2010.

### 6.3.9 Admission of Students

Admission is strictly as per the rules of Panjab university Chandigarh; Regulation policy of the government is also followed. Admission is on merit basis.

The admission during 2009-2010 was done as under

S.NO	Class	No. of Students
1	BA	782
2	BCom	122
3	BCA	97
4	B.Sc(F.D)	12
5	PGDCA	25
6	MA(Eco.)	30
7	MA(Hindi)	38
8	B.Com(Hons)	12
9	BA(Hons.)	12

6.4 Welfare schemes for

Teaching	06
Non teaching	08
Students	06

6.5 Total corpus fund generated

Rs. 1767434.80/-

6.6 Whether annual financial audit has been done

Yes

✓

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Principal & Dean Academics
Administrative	Yes	Chartered Accountant/Auditor General/Internal Audit	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

✓

No

For PG Programmes

Yes

No

✓

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The assessment guidelines given by Panjab University Chandigarh were adopted strictly in year 2010, which requires the colleges to prepare and submit internal assessment awards and awards for practical examination of UG Courses on CDs as per approved format for which software is provided by University. The hard copy submitted by the college is treated as final and no changes are allowed after submission. Candidates are not permitted to carry cell phone, wireless set or any other communication system instrument inside the examination centre.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA.

6.11 Activities and support from the Alumni Association

Teej Festival was celebrated by Alumni Association.

#### 6.12 Activities and support from the Parent – Teacher Association

Informal Parent-Teacher-Principal meets are held in each term immediately after September and December examination. Suggestion box has been placed in visitor's room. Parents and students are requested to put their suggestion in this box you the welfare of students and institution.

#### 6.13 Development programmes for support staff

ESI,P.F Loans, Wheat Loans, Loans through banks, Loans against salary to emergency. Summer and Winter Uniforms for Class 4<sup>th</sup> employees. Fee Concession and free books for the wards of 4<sup>th</sup> class employees. Token of appreciation for their dedicated work. The teaching and non-teaching staff has created contributory staff welfare corporation to extend financial support in case of illness and death.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

Carbon neutrally, Landscape garden, sapling plantation, CFLs are used, ACs attached to regulation

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Following are the innovations introduced during this academic year:-

- Use of ICT for better Teaching-Learning process specifically using LCD and OHP Projectors
- 4 BSNL Broad Band Connections
- Customized Softwares are being used by General office and Account Office.
- Remedial Classes for students weak in English, Economics and Maths.
- Career Counselling and Guidance Cell, Student Grievance Redressal Cell

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Construction of Hostel Building.
2. Completion of Multipurpose Hall in Sports Ground.
3. Beautification of the College Campus.
4. Extra Classes for the weak students and special coaching for Meritorious Students.
5. To organize seminars and workshops.
6. Addition of more books in the Library.
7. Installation of more water coolers.
8. Addition of New Classrooms.
9. Construction of Conference Hall.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

**Best Practice – I** Empowerment of the Less Entitled Section of Society  
**Best Practice – II** Inter Disciplinary Programmes  
(Detail given in Annexure-VI)

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

1. Tree plantation organised by, the NSS and NCC units
2. Avoiding the use of harsh pesticides and herbicides in the college ground
3. Use of CFLs, attaching ACs with power-saving regulators and thermostats.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strengths:-**

- The institution is running 04 UG Programmes, 02 PG Programmes and 01 PG Diploma
- College pass Percentage is more than University Percentage in various colleges.
- Experienced faculty
- Value-Based Education

**Weaknesses:-**

- Lack of financial resources for introducing more programmes
- Hostel facility for girl students.

**Opportunities**

- More career oriented courses can be introduced
- Being in the heart of the city, strength can be increased

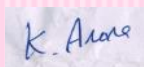
**Threats:-**

- Competition from nearby institutions
- Increasing interest of the students in professional courses.

**8. Plans of institution for next year**

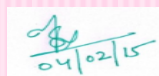
1. Completion of Hostel Building
2. Completion of Multi Purpose Hall in Sports Ground, Competition of New Stadium
3. Addition of new classrooms.
4. Beautification of the College Campus.
5. Extra classes for the weak students and special coaching for meritorious students.
6. To organize seminars and workshops.
7. Additions of more books in the library.
8. Installation of more water coolers.
9. Construction of Conference Hall.

Name : Dr. Karuna Arora



Signature of the Coordinator, IQAC

Name: Dr.Meenu Sharma



Signature of the Chairperson, IQAC

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## Annexure I

### COLLEGE CALENDAR FOR THE SESSION 2009-2010

**Academic Calendar :**

College Opens on		14-7-09	
<b><u>Admission Schedule</u></b>		Tuesday	
1	Normal Admission	14-7-2009	to 21-7-2009
	For on going & New Classes	(Tuesday)	(Tuesday)
2	Late Admission	22-7-09	to 4-8-2009
	(For on going & New Classes) to be allowed by the Principal of the College with late fee Rs. 200/- per student	(Wednesday)	(Tuesday)
3	Teaching Starts a)	20-7-2009	For on going classes
		Monday	
	b)	22-7-2009	For new admission classes
		Wednesday	
4	*Late admission in the	5-8-2009	to 31-8-2009
	Colleges to be allowed by the Vice-Chancellor with late fee of Rs. 1300/- per student	Wednesday	Monday
	*(Common for on going and new admissions)		
<b><u>Academic Term-I</u></b>		14-7-2009	to 1-10-2009 (79 days)
		Tuesday	Thursday
<b><u>Autumn Break</u></b>		2-10-2009	to 08-10-2009 (07 days)
		Friday	Thursday
<b><u>Academic Term-II</u></b>		9-10-2009	to 24-12-2009 (77 days)
		Friday	Thursday
<b><u>Winter Break</u></b>		25-12-2009	to 1-1-2010 (08 days)
		Friday	Friday
<b><u>Academic Term-III</u></b>		2-1-2010	to 10-4-2010 (97 days)
		Saturday	Saturday
		(Include 20 days preparatory Holidays)	
<b><u>Annual Examinations</u></b>		12-4-2010	to 21-5-2010 (32 days excluding
		(Monday	Friday Sundays and other holidays)

## Annexure II

### **Achievements of the Teachers**

- Dr. Kusum Narula, Dept. of English has been elected as Member, Undergraduate Board of Studies in English P.U. Chandigarh for the term 2009-2011.

**Member Faculty of Languages:** Dr. Kusum Narula is also elected member of the Faculty of Languages Panjab University Chandigarh for the term of two years i.e. 2009-2011.

She also supervised two Research Scholars for M.Phil Dissertation.

Her article 'Women as Subaltern class in Patriarchal Indian Society : A Study of Some Indian English Novels' published in English Journal in Dec. 2009.

- Dr. Ramna Singla Economics Dept. has been elected as Member Undergraduate Board of Studies in Economics Panjab University Chandigarh for the term 2009-2011.

- **Member Faculty of Arts:** Dr. Ramna Singla has also been elected as a member of the Faculty of Arts Panjab University Chandigarh for the term of two years i.e. 2009-2011.

- Dr. Naina Sharma got 'Kabir Sanmman Award' from Gemini Academy, Panipat Haryana on 20.12.09.

### **Achievements/Honours of the Principal**

- Dr. Rekha Bhardwaj is the renominated member of District Legal Services (Khanna, Govt of Punjab).
- She is the member of Community Policing Resource Centre (CPRC) Khanna.
- Member of P.U. Academic Council.
- Member of P.U. Sports Committee.
- Member of P.U. Sports Purchase Committee.
- Attended UGC Principals' meet on Education at the Crossroads : Enhancing Academic Culture organized by the Academic Staff of the College Panjab University, 5Chandigarh on 25 Nov, 2009.
- Honoured by Emergency Blood Donors and City Welfare Club, Khanna

## Annexure III

### MAIN FUNCTIONS OF COLLEGE

Havan Yajna .....	27-7-2009 (Monday)
Talent Search Function .....	Last Week of August
Sports Meet .....	2nd Week of Feb.
Convocation & Prize Distribution Function... ..	1st Week of March
Farewell of B.A.-III .....	One day before the commencement
B. Com/BCA-III & M.A. Part- II .....	Practical Exams.
Group Photos .....	Last Saturday of Jan.

### DEPARTMENT/SUBJECT SOCIETY FUNCTIONS

Home Science & Fine Arts Competitions	:	Last Week of January
Rangoli, Mehendi, Embroidery	:	& 2nd Week of August
Soft Toy Making, Pot Painting	:	
Collage making, Still Life, Poster Making etc.	:	
Independence Day Celebrations	:	17th Aug. Monday
Janmahaotsav	:	2nd week of August
Hindi Divas	:	15th Sept.
Republic Day Celebrations	:	25th Jan.
Women's Day	:	8th March

Note : A departmental Lecture / Workshop will be organised every fortnightly

N.S.S. activities : Every month a one day camp will be held. 10 days N.S.S. camp will be held in Autumn break / Winter break.

Exhibition by Fine Arts & Fashion Designing Department will be organised in Sept.

## Annexure IV(a)

### Annual Report 2009-2010

#### **HAVAN YAJNA & AWARD OF CERTIFICATES :**

To seek the blessings of the Almighty and to give a prosperous beginning to the new academic session 2009-10, an auspicious ceremony of 'Havan Yajna' was solemnised in the college campus on 25<sup>th</sup> July, 2009. All the ceremonies of Havan were performed by Pt. Ashok Pandey Ji. DR. Rekha Bhardwaj Principal, of the college prayed for the well-being and successful future of the students. The members of the management Sh. Ashwani Bansal Ji (President), Sh. Jatinder Devgan (Secretary), Sh. Raj Sahnewalia, Sh. Balram Dass Puri, Sh. Hans Raj Joshi, Smt. Amar Joshi graced the occasion with their presence. Dr. Rekha Bhardwaj along with the members of managing committee awarded certificates to all the students of B.A. B.Com, BCA (I,II,III) & PGDCA who scored more than 70% marks in the Panjab University Examination held in the session 2008-09.

#### **NCC**

The motto of this National Cadet Corps is to maintain 'Discipline and Unity'. This unit is efficiently working in every field. Twenty seven cadets of NCC Wing in A.S.College for Women, Khanna, associated with 4Pb Girls Batallian, Patiala attended an annual 10 day camp in Jawahar Navodya Vidalya, Sandhua. In addition to the training for shooting, firing & Drill they were also imparted the knowledge of Home-Nursing and Environmental care etc. Ms Sunita Rani won Bronze Medal in Cultural programme (Solo Dance). Dr. Rekha Bhardwaj encouraged the students to take part in such camps.

#### **ACTIVITIES OF NSS UNIT**

##### **Van Mahotsav**

- i) On behalf of 4 Pb. Girls **NCC Wing and NSS Wing** Van Mahotsav programme was celebrated in the college campus on 17.9.2009. Sh. P.P. Bhutani, D.G.M. Bank of Baroda U.T. Chandigarh was the chief guest of the occasion. Dr. Rekha Bhardwaj gave a floral welcome to the chief guest along with the members of management. Dr. Ashwani Bansal (President), Sh. Jatinder Devgan (Secretary), Sh. Rajesh Dalli, Sh. Vijay Diamond, Sh. Paramjit Mavi, Sh. Amrit Lal Latawa, Sh. Vinod Gupta, Sh. Rakesh Gupta, Dr. Sood, Sh. Vinod Vashisht (Manager) Bank of Baroda were

## Annexure IV(b)

present on the occasion. Madam Principal expressed her pleasure over this 'Tree-Plantation' campaign.

- ii) On 30.10.2009 many plants were donated to the college by an N.G.O. FIN Unit, keeping in view the environmental purification. Sh. Mangat Ji (President), Sh. Attli Ji (Vice-President) and Sh. Sham Lal Ji Kapoor (Cashier) planted many saplings in the college campus. Madam Principal Dr. Rekha Bhardwaj thanked all the guests for their efforts and generosity to make the atmosphere pollution free. Sh. Jatinder Devgan, Sh. Sanjeev Dhameeja, Sh. Vinod Vashisht Ji, Sh. Vipin Kapoor Ji and Sh. Subhash Ji were present on the occasion.

### **Blood Donation Camp:**

On 14.11.2009 a blood donation camp was organized in the auditorium of A.S.College for Women, Khanna by **Red Cross Society, Red Ribbon Club** and **Central Association** of the college. Dr. Rekha Bhardwaj alongwith members of management inaugurated the camp. As many as 31 students of the college donated blood. This camp was organized in collaboration with Emergency Blood Donors Association, Khanna. Sh. Jatinder Devgan Secretary of the college also donated blood. Sh. Rakesh Goyal Ji and Sh. Vijay Diamond Ji were also present on the occasion.

### **Central Association**

On 14<sup>th</sup> Oct, 2009 elections were held in the college for the selection of the students to make the college C.A.Unit. All the members of this association are instrumental in maintaining discipline in the college campus. As many as 1000 students cast their votes and 14 students contested the elections. As per the declaration of the result Karamjit B.A.III, 933 won the post of President, Shivani Taggar B.A.III, 995 Vice President, Barkha Atoria B.A.II 670 Secretary, Sumandeep B.A.III 1049 Joint Secretary, Class Representatives are Jaspreet B.A.I, Sonam B.A.II, Reena B.A.III, Jyoti M.A.I Eco, Aarti Arora M.A.II Eco, Manvir M.A.I Hindi, Sandeep M.A.II Hindi, Himani BCA and Aakansha B.Com.

This year college Central Association celebrated Cleanliness, Discipline and Tree Plantation week. The members of C.A. made the students of college observe college rules about uniform, punctuality, discipline in coming down and going up the stairs, being courteous to fellow students and respectful to members of the staff. Students also worked for cleanliness of the college hall, lawns and other parts of the college. In the last phase members of CA planted trees brought by students themselves.

## Annexure IV(c)

### **Talent Hunt**

A talent hunt programme in collaboration with Alumni Association was celebrated in the college campus on 22<sup>nd</sup> August, 2009 under the chairmanship of college Principal. Everyone present there appreciated the different items presented by the young artists of the college such as Classical Dance, Rajsthani Dance, Group Dance, Bhangra and Punjabi Giddha. The students showed extraordinary skill in the presentation of Debate, Elocution, Histrionics, Sitar-Vadan and Dhol. Students also participated in the off-stage items such as Rangoli, Phulkari, Bhag, Dasuti, Pakhi Designing, Mehendi, Knitting, Crochet, Land Scaping, Cartooning, Poster-making, Clay Modelling, Still Life and Collage Making. The results of this competition are given below:

Sr.No	Name of Items	Position	Student's Name
1)	Land Scape	Ist	Amandeep Kaur (1003)
		IIInd	Karamjit Kaur (933)
2)	Poster Making	Ist	Parul (724)
		IIInd	Sukhdeep (1148)
3)	Collage Making	Ist	Balwinder Kaur(1087)
		IIInd	Gurpreet Kaur (284)
		IIIrd	Jaspreet Kaur (447)
4)	Still Life	Ist	Manninder Kaur (945)
		IIInd	Karmandeep (657)
5)	Cartooning	Ist	Heena (980)
		IIInd	Amandeep (979)
6)	Clay Modelling	Ist	Rajinder Kaur (922)
		IIInd	Pushpinder Kaur (813)

### **Zonal Youth Festival**

Zonal youth and Heritage festival was organized by Panjab University, Chandigarh in Guru Nanak Khalsa College for Women, Ludhiana from 23.9.2009 to 27.9.2009. Many students participated and bagged several prizes in various fields.

Name of Items	Position	Student's Name
Vaar Singing	Ist Prize	Rajvir Kaur (884)
		Rimpi Rani (405)
		Simrat Kaur (781)

## Annexure IV(d)

Kawishri	IIInd Prize	Rajvir Kaur (884)
		Rimpi Rani
		Neha Batta
	Individual Prize	Rajvir Kaur (884)
Folk Song	IIIrd Prize	Rajvir Kaur (884)
Pakhi Making	IIInd Prize	Satinder Kaur(839)
Knitting	IIInd Prize	Ramanpreet (1149)
Dasuti	IIInd Prize	Sukhbir Kaur (341)
Creative Writing	IIInd Prize	Meena (1669)
Debate	IIInd Prize	Aarti Uniyal(1026)
Long Heik	Individual	Manveer (364)
Poem Recitation	IIIrd Prize	Mandeep Kaur (804)
Histrionics	IIIrd Prize	Gurmeet (225)
Dhol	IIIrd Prize	Deepti (1038)
Giddha	IIIrd Prize	Kulwinder Kaur (1115), Manvinder(945), Manveer (364), Parminder (883), Rupinder (854), Sonia Rani (728), Sukhman (815), Shifali Bedi (734) Jyotika (729), Sandeep (930), Gurpreet (450)
	Individual	Kulwinder Kaur (1115)
	IIInd Prize	

### **Teej Festival**

On 13<sup>th</sup> August 2009 Teej Festival was celebrated with great zeal in the college campus. The college was presenting a festive look. Ms Amar Joshi was the chief guest of the occasion. Many cultural items were presented by the college students such as Punjabi song, Group dance and mimicry. 'Miss Teej' contest was also held. As many as 45 students participated in this contest. Ms Alka Mehta, Dr. Mamta Sood & Ms Puneet Sodhi were the judges. The following students were declared the winners :

Miss Teej	:	Poonam (105) B.C.A.III
Ist Runner-up :		Kulwinder Kaur (1115) B.A.III
IIInd Runner-up	:	Anurag Pathak (1416) B.Com-I
Best Dress	:	Shifali Bedi (734) B.A.II

## Annexure IV(e)

### Seminar/Lectures

- **Physical Education Dept.** of our college organized a lecture in the college campus on 27-8-09. Dr. Charanjeet Singh Grewal (Director, Sports Dept. P.U. Chd.) addressed the students and delivered an educative lecture on the importance of physical fitness, daily routine exercises and the intake of nutritious food.
- An extension lecture was organized by 4 Pb Panjab Girls Batalian **NCC Unit** of our college on 3-9-09. Lt. Colonel Sh. V.K. Tomar graced the occasion as the chief guest. He highlighted the utility of NCC in the life of girl students and inspired them to go ahead in various fields of life.
- In order to enhance the knowledge of the students, **Economics Dept.** of our college organized a seminar on "Indian Female Managers and their role in Economic Development" in the college campus on 23-9-09. Dr. Rajinder Kumar Kaushal from OHIO, Uni. Was the chief guest on this occasion. Prof. Kaushal highlighted the importance of hard work and the role of women in their working fields.
- **Political Science Dept.** with the collaboration of **Bar Association** organized a seminar on 'Anti-Ragging Awareness' on 28-10-09. Dr. Abhinav Trikha S.D.M. Khanna graced the occasion with his presence. The key-speakers of the seminar were Mr. Parmjit Singh (Adv), Mr. Munish Khanna (Adv), Mr. Deveshwar (Adv), Mr. Manjit Singh Brar (DSP Head Quarters) and Dr. Rekha Bhardwaj Principal, Judicial Magistrate Mr. M.D.S. Dhillon and Mr. Tiwana, Members of Managing Committee, Member of Khanna Bar Association and other prominent citizens were present on this occasion.
- **Computer Dept.** of the college organized a seminar on 'Computer Hardware' on 30-10-09. The key-speakers of this seminar were Mr. Varinder Singh (Creative Director), Mr. Sanjeev Kumar (Process Manager) and Mr. Harson Hazur Singh (Instructor from Jet King, Khanna)
- A seminar on 'Human Rights' courtesy Youth Club, Khanna was held by **Political Science Dept.** of our college on 31-10-09. Sh. Avinash Rai Khanna, member Human Rights Commission was the chief guest on this occasion. The guest of honour was Sh. S.S. Mann, S.S.P. Khanna. The key-speakers of the seminar Ms Sherry Sabarwal and Ms Raj Kumari Ji from Panjab University made the audience awakened about the violation of human rights.
- Awareness on Female Foeticide Female Foeticide is one of the most inhumane social problems. It is the endeavour of our institution to raise our voice against this evil through seminars, debates, declamations and articles. In the current academic session also, **Central Association, NSS and NCC students units, with the collaboration of Rotary club, Khanna, Adult Education Dept., Pbi. University and City**

## Annexure IV(f)

**Welfare** condemned this social curse on three different occasions :

1. On 15.10.2009, a seminar on 'Female Foeticide' was organized by the N.C.C. Wing of our college. Dr. Rekha Bhardwaj, Dr. Manju Chahal, Sh. Shashi Goyal, Sh. Vijay Diamond, Sh. Anil Sudan and Sh. H.S. Ghai were the chief speakers.
  2. On 21.1.2010, another seminar on 'Female Foeticide' was organized by Pbi. University. Dr. Paramjeet Singh Kang Dept. of Life-Long Learning graced the occasion.. The key speakers, Dr. Rekha Bhardwaj, Ms. Amar Joshi, Sh. Shashi Goyal, Dr. Anil Joshi and Dr. Prabhjeet Kaur.
  3. A picture 'Cheekh' was shown to the students on 23-01-2010 to sensitize them to the burning problem of 'Female Foeticide' in our society.
- A workshop on '**Vedic Mathematics**' was organized by **Post Graduate Dept. of Hindi & Economics** on 17.2.2010. Dr. Ramna Singla Lect. in Economics delivered a lecture to enable the students for easy calculation.
  - A lecture on body fitness and the use of Homeopathic medicines was delivered by Dr. Promila on 22.2.2010. Dr. Promila talked about health problems in detail and laid emphasis on the benefit of Homeopathic medicines.

### Exhibitions

- On behalf of Mahant Gangapuri Badhir Vidhalya 'Rakhi Exhibition' including the artistic works of deaf and dumb children was organized in the college campus on 1-08-2009.
- A 'Book Exhibition' courtesy 'Jan-Chetna, Ldh' was organized in the college complex on 5-11-09. Many books on Marxism, Hindi & Punjabi Literature highlighting the personalities like Prem Chand, Sukhdev Singh, Shahid Bhagat Singh etc. were exhibited there.

### Merit Scholarship to Sanskrit Students

Thirty eight students of Sanskrit got a Merit Scholarship of Rs. 4000 each from Rashtriya Sanskrit Santhan, New Delhi for their commendable academic achievement in the subject.

### Lucky Draw Weekly Quiz Contest

On 2.12.2009, Lucky Draw/Weekly Quiz Contest was organized in the Library of A. S. College for Women, Khanna. More than 200 students of various classes participated in this programme, which was aimed at enabling the students in securing good jobs. The following students were the winners :

- 1) Priyanka Jain B.A.II (726)
- 2) Jasmeet Kaur B.A.II (709)
- 3) Simmy B.A.II (836)

## Annexure IV(g)

Principal Dr. Rekha Bhardwaj congratulated the students and motivated them to take more & more interest in such programme.

### Declamation Contests

- On behalf of **Ved Parchar Mandal, Ldh.**, A 'Vedic Declamation Contest' was organized in the college campus on 16-01-10. Aarti (B.A.III) got 1st Prize. While Priya (B.A.II) and Ravinder (B.A.II) got IInd and IIIrd prize respectively.
- An **Inter-College Declamation** contest sponsored by Sh. Kuldip Goyal (Reputed industrialist of Khanna) was held in the college campus on 29-01-10. As many as 9 colleges participated in this contest. Sh. Manjit Singh Brar, DSP Headquarters graced the occasion as the chief guest. The contestants expressed their views on the burning issues of society like Inflation, Anti-Ragging, Narcotics and some other contemplative topics as Portrayal of Indian Women in TV series,

Team Trophy was won by Doraha College of Management. Two students of our college Ravinder and Aarti Uniyal got 2nd and consolation prize respectively.

### Paper-Reading contest & Calligraphy competition

English Dept. of our college organized two inter-class competitions.

- A 'Paper-Reading Contest' was organized on 21.11.09 in the college campus to build up confidence in students and help them in improving their fluency in English speaking. The results were as follows :

Name	R.No	Class	Position
Kirandeep	329	B.A.I	Ist
Goldy	745	B.A.II	IInd
Mandeep	804	B.A.II	IInd (Bracketed)
Jaspreet	627	B.A.II	IIIrd
Karamjeet Kaur	933	B.A.III	IIIrd (Bracketed)
Harmeet Kaur	947	B.A.III	IVth
Harleen Kaur	1419	B.Com I	IVth (Bracketed)

- A 'Calligraphy Competition' was organized in college complex on 27.11.09. About 32 students participated in this competition. The names of the winners are:

Name	Class	Position
Ram Piari	B.A.III	Ist
Apeksha	B.A.II	IInd

## Annexure IV(h)

Amritpal Kaur

B.A.I

Illrd

Ketki

B.Com I

Illrd (Bracketed)

- Panjabi Department of A.S.College for Women, Khanna organized Inter-Class Calligraphy Competition on 23.2.10 and Essay Writing Competition on 25.2.10. As many as 21 students took part in Calligraphy. The names of the winners are as follows:-

Name	R.No	Class
Sukhpreet Kaur	252	B.A.I
Gagandeep Kaur	390	B.A.I
Navdeep Kaur	921	B.A.III

Ms Manpreet Kaur, Lect. in Panjabi was the incharge as well as judge of the activity.

Ms. Arvinder Kaur was the incharge of Creative Essay Writing Competition. Dr. Prabhjit Kaur prepared the judgement. The results were as under:-

Name	R.No	Class
Sukhpreet Kaur	252	B.A.I
Karamjit Kaur	933	B.A.III
Rajandeep Kaur	1015	B.A.III

Seventeen students took part in the Essay Writing Contest, the topic of the same was 'Panjabi Geetkari ate Gayaki Nighaar Wal'.

### Quiz Competitions & Mental Ability Test

- A Quiz competition was organized by the **Commerce Dept.** of the college on 22.10.09. On the basis of written test nine students were selected and were divided into three teams. Each team consisted of one student from B.Com I, one from B.Com II and one from B.Com III and Ketki (B.Com I) won the competition followed by team 'B' and team 'A'.
- **Computer Dept.** of our college organized a quiz contest on 7.11.09. 16 students were selected through written test. 4 teams were formed. The programme was conducted through projector. Team 'D' consisting of Jagdeep (BCA II), Apeksha Kapoor (B.A.II), Manpreet (BCA I) and Saru (B.A.I) remained the winners in this contest. Team 'A' and team 'B' got IInd and Illrd position respectively. Towards the end, prizes to the students were given away by the college Principal Dr. Rekha

## Annexure IV(i)

Bhardwaj.

- On 2.2.10 a 'Mental-Ability Test' was held by the Dept. of **Hindi and Economics**. The students were guided how to prepare themselves for the UGC Examination.
- **Commerce Dept.** of the college organized Mental Ability Test on 19.2.10. Narinder Kaur (B.Com II) got 1st prize followed by Navneet Kaur (B.Com II) and Akanksha Sharma (B.Com III).

### Lohri Celebrations

On 13<sup>th</sup> Jan, 2010 Lohri, the Socio cultural festival was celebrated with great fervour and gusto. Many cultural activities were presented by the students; such as Mimicry, Punjabi Song, Punjabi Group Dance, Dhol, Punjabi Lok-Geet and Choreography. To complete this pious ceremony Principal Dr. Rekha Bhardwaj lit the 'Dhuni' and wished for universal happiness and prosperity. This celebration was rounded off with the distribution of Ground nuts & 'Rewaries' among the students.

### Swar Lehri Programme

'Swar Lehri' programme was organized by **Music Dept.** of our college on 2.2.10. The programme started with the chanting of 'Gayatri Mantra' and lighting of the lamp. Melodious Gazal, Shabad, Bhajan and Sitar Vadan were presented by the students.

### Trips & Tours:

Every year, educational and recreational trips & tours are organized to widen the mental horizons of students :-

- On 8.8.2009 one day educational visit to the Exhibition held at Model Town, Ludhiana was organized by **Fashion Designing Dept.** of the college. About 30 students accompanied the trip. Students were imparted knowledge about traditional Embroideries, Clothing of different age groups, Printing of different accessories of waste material.
- One day educational trip to Jalandhar was organized by **Computer Dept.** of the college on 30.8.09. 47 students along with three teachers visited Devi Talab Mandir, Wonderland, Haveli and Mc-Donald. The trip was full of enjoyment and excitement for all.
- One day educational trip to Hussaini Wala Border was organized by **Commerce Dept.** of the college on 1.11.09. Students were shown Nanaksar Gurudwara, Fun Island, Anglo Sikh War Memorial Museum, Sher Shah Suri Dargah and Hussaini Wala Border. All the students enjoyed the trip as it added to their knowledge.
- An educational trip to Chandigarh was organized by **Computer Dept.** of the college on 2.11.2009. About 42 students along with 3 teachers joined the trip and they visited many places as Mansa Devi Mandir, National Craft Mela, Fun City, I.T. Park and Mc-Donald.
- **Political Science and Public Administration Dept.** of the college organized a one day trip to Chandigarh on 8.11.2009. As many as 50 students along with two teachers visited 'Fun City Amusement Park', Nadha Sahib Gurudwara, Sagar Ratna Haveli and Sohana Gurudwara. A movie 'Ajab Prem Ki Gazab Kahani' was also

## Annexure IV(j)

- shown to the students at 'Fun Republic, Manimajra.
- A Historical-cum religious trip to Shri Amritsar Sahib was organized by **Hindi & Economics Dept.** of the college on 22.11.09. About 50 students visited Shri Harminder Sahib, Durgayana Mandir, Shri Vaishno Devi Mandir and Jaliawala Bagh.
  - An educational trip to Chanakya Dairy Products Ltd. Mandi Gobindgarh was organized by **Home Science Dept.** on 1.12.09. About forty students joined this trip. Students were imparted practical knowledge regarding the working of production process and packing of milk products under strict hygienic conditions.
  - A one day trip to Suraj Kund was organized by the teachers of **Fashion Designing Department** on 12<sup>th</sup> Feb, 2010. As many as 13 students accompanied their teachers. All the students gained knowledge about Handicraft of India and other parts of the countries like Egypt, Bhutan and Afghanistan. They saw their traditional embroideries, Apparels, Accessories, Ornaments, Paintings, Furniture, Folk Dances & Songs. Mrs. Harinder Kaur, Ms Payal & Mr. Gurmeet guided the students. It was an educative & interesting experience.
  - The teachers and students of Fashion Designing department, A.S.College for Women, Khanna went to an **Industrial Visit (Subhash Polytec. Ltd.)** in Gyaspura on dated 22<sup>nd</sup> Feb, 2010. The students have gained information about garment **manufacturing process including Cutting, Stitching, Finishing** etc. They also saw **latest equipments and technology** which used in **these process**. Mrs. Pratiba Thapa, Mrs. Harinder Kaur, Ms Gurpreet Kaur Guided the students of all B.A. & B.Sc Fashion Designing. It was an educative and interesting experience.

## Annexure IV(k)

### Fashion Show

On 20.11.09 on behalf of **Fashion Designing Dept.** an Inter-college Fashion Show (Glitz-2009) was organized in the college. The students of B.A.II, B.A.III and B.Sc. II (F.D.) participated as designers and models. In this competition Madam Principal Dr. Rekha Bhardwaj welcomed Mrs Prabhjeet Kaur (Lect. in Fashion Designing) National College for Women Machhiwara who was the Judge for the Competition. The following students were selected as best designers:

<u>Name</u>	<u>Position</u>
Inderjeet Kaur (B.A.III)	Ist
Gagandeep Kaur(B.A.II)	IInd
Laxmi(B.A.II), and Pushpinder (B.A.III)	IIIrd

### Happy German Bagpiper Troupe

A cultural programme was organized in the college auditorium by HAPPY GERMAN BAG-PIPER TROUPE on 30.10.09. The aim of this function was to spread the message of Love, peace and universal brotherhood through out the world. Principal Dr. Rekha Bhardwaj along with members of management gave a floral welcome to all the members of this troupe. Sh. Jitender Devgan (Sec). Ms Charu Devgan, Ms Neeta Dhameeja, Sh, Sanjeev Dhameeja, Dr. Somesh Batta, Sh. Vijay Diamond. Sh. Yadvinder Singh, Smt. Meenakshi were present on the occasion. The programme started with the presentation of Grajia Dance directed by Dyush Olga. Polet Pop & Friends Helm played Scottish tunes on his bagpipe. The college students presented their best through Punjabi Gidha.

### Sports Day Celebrated

32<sup>nd</sup> Annual Athletic Meet of the college was held on 8.2.2010 in the college play-ground. The Chief Guest of the morning session Sh. Iqbal Singh Channi, President Municipal Committee, Khanna inaugurated the athletic meet. He was warmly welcomed by the college Principal Dr. Rekha Bhardwaj alongwith members of the management Dr. Ashwani Bansal – President, Sh. Jatinder Devgan - Secretary, Sh. Rakesh Goyal Gen-Secretary, other office bearers, members of staff and students of college Central Association. Sh. Pawandeep Tinku was the guest of honour on this occasion. NCC cadets and sports students saluted the chief guest. The flag was hoisted and balloons were flown. Students participated in various events such as : 200mt race, 400mt.race, Shot Put, Throws, Chati Race, Sack Race, Spoon & Potato Race, Obstacles Race and many other interesting events. The afternoon guest Sh Bikramjit Singh Ji Khalsa M.L.A., Chief Parliamentary Secretary Pb. Govt. was warmly welcomed by all. He applauded the efforts of sports girls and donated 2 Lakh to the college. The main attraction of the Sports Day was 'Giddha', 'Kalbelia dance' and 'Judo Feats' by the students. Ms Harpreet Kaur of B.A.II was declared the Best Athlete of the college second time consecutively for the session 2009-10. Important members present on this occasion were Sh. Krishan Murari Bedi, Sh. Sanjeev Dhamija, Secy. A.S.College, Ms Neeta Dhamija, Ms Charu Devgan, Sh.. Amrit Lal Latawa, Sh. Paramjit Manro, Sh. Shashi Goyal, Sh. Rajneesh Bedi, Sh. Ajay Sood, Sh. D.K. Bhardwaj, Sh. Ranjit Singh, Sh, Rakesh Kumar and others.

## Annexure IV(I)

### Raffle Draw Prizes

On 8th Feb, 2010 athletic meet of the session 2009-10 was held with great zeal in the sports ground. Raffle draw prizes were also declared on this day. 10 lucky winners won attractive prizes and 10 consolation prizes were also declared. The names of first three winners given below :

#### Name

#### Position

Priyanka Gupta (R. No. 442)

Ist Prize (Air Conditioner)

Balwinder Kaur (R. No. 243)

IIInd Prize

(Semi-Automatic Washing Machine)

Amandeep Kaur (R. No. 1422)

IIIrd Prize (Water purifier)

### Convocation

Convocation for the session 2007-08 and 2008-09 was held in the college campus on 10th March, 2010. During this convocation 600 students were awarded degrees. The Chief Guest of the occasion was Dr. M.S. Kang (Vice Chancellor, PAU Ludhiana). The Guest of honour was Dr. Manjulika Koshal (Prof. Emeritus University, OHIO) Dr. Rekha Bhardwaj gave a floral welcome to the chief guest along with the members of management Sh. Bansal (President), Sh. Jitender Devgan (Secretary), Sh. Sanjeev Dhamija (Sec. A.S. College), Sh. Vijay Diamond, Sh. Ashok Kumar Tiwari (Ex. President), Sh. Balraj Bhandari Ji (Ex-President) were also present on the occasion. Sh. D.K. Bhardwaj, Sh. Rajinder Koshal, Sh. R.S. Mehta, Mr.

## Annexure IV(m)

Kang, Sh. H.R. Joshi Ji, Sh. Manmohan Singh also graced the occasion with their presence. An academic procession was taken out in the beginning. Students of N.C.C. & C.A. took out awareness rally criticizing some social evils as : Drug Addiction, Female Foeticide. The college principal read out the Annual Report of all the achievements during the session 2009-10. During his convocation address honourable chief guest Dr. M.S. Kang highlighted the importance of value based and quality education in our life. In the end National Anthem was sung by the students.

### **Valedictory Function**

Valedictory Function of the session 2009-10 was celebrated with great fervour in the college campus on 13th March, 2010. Dr. Rekha Bhardwaj was the Chief Guest of the occasion. All the members of C.A. unit gave a floral welcome to madam Principal. The students were looking very beautiful in their attractive attires. Many cultural items were presented by the college students. In her farewell speech, Dr. Rekha Bhardwaj, blessed and prayed for the prosperous future of all the out going students of B.A. III, BCA III, B.Com III, PGDCA, M.A. II Hindi & Economics. Fashion show was the centre of attraction. The judges declared the following students as the winners of the fashion show:

Miss Farewell	:	Sonia Sharma
1st Runner-Up	:	Kulwinder Kaur
2nd Runner-Up	:	Neha Batta
Beautiful Hair Style	:	Neha Gujral
Beautiful Dress	:	Akanksha Shahi

### **Surprise Prizes**

Miss Graceful	:	Khushboo
Sanwali Saloni	:	Ritu

Ms. Puneet Sodhi, Ms Monika Sarpal and Ms Jyoti Sood were the judges for the Fashion Show.

## Annexure V (a)

<b>Various Committees of the College</b>		
1.	<b>College Advisory Committee :</b> Dr. Rekha Kalia Bhardwaj (Principal)	Dr. Kusum Narula Dr. Karuna Arora Dr. Ramna Singla Ms. Puneet Sodhi Mr. Rajinder Singla
2.	<b><u>Library Committee :</u></b> Ms. Aarti Gupta & all heads of the Departments	
3.	<b><u>Youth Welfare Committee :</u></b> Dr. Karuna Arora Ms. Sushma Singla Ms. Ranjit Kaur <b><u>Extra Curricular Activities</u></b>	Ms. Arvinder Kaur Ms. Neerja Puri  Dr. Prabhjit Kaur
4.	<b><u>Discipline Committee/Grievance redressal Cell :</u></b> Dr. Kusum Narula Dr. Ramna Singla	Dr. Karuna Arora (UMC & College Students Problems)
5.	<b><u>Examination Committee :</u></b> Dr. Karuna Arora	Dr. Ramna Singla
6.	<b><u>Red Cross Society :</u></b> Ms. Arvinder Kaur	Ms. Madhu Sharma
7.	<b><u>Canteen Committee :</u></b> Ms. Sushma Singla (Convener) Dr. Naina Sharma	Dr. Prabhjeet Kaur Mr. Rajinder Singla
8.	<b><u>N.S.S.</u></b> Ms. Manpreet Kaur <b><u>Time Table Incharge :</u></b> Dr. Karuna Arora	Ms. Gurpreet Kaur  Dr. Prabhjit Kaur
10.	<b><u>Central Association :</u></b> Dr. Kusum Narula	Dr. Karuna Arora

## Annexure V (b)

- |   |  |  |
|---|--|--|
| 11.   | <b><u>Prospectus Committee :</u></b><br>Dr. Kusum Narula   | Ms. Puneet (I/c Photographs)   |
| 12.   | <b><u>Fee Concession Committee :</u></b><br>Dr. Kusum Narula<br>Sh. Rajinder Singla  | Dr. Karuna Arora   |
| 13.   | <b><u>Editorial Board of the College Magazine 'Avastha'</u></b><br>Dr. Kusum Narula<br>Ms. Savita Khanna<br>Dr. Naina Sharma<br>Dr. Prabhjeet Kaur<br>Dr. Karuna Arora<br>Ms. Sushma Singla<br>Dr. Ramna Singla<br>Ms. Monika Sarpal<br>Ms. Puneet Sodhi / Ms. Neerja Puri | Editor-in-chief<br>English Section<br>Hindi Section<br>Punjabi Section<br>Sanskrit Section<br>Home Sc. Fine Arts & Fashion Designing Section<br>Eco. & Commerce Section<br>Music Section<br>Incharge Photographs |
| 14.   | <b><u>Sports Committee :</u></b><br>Dr. Rekha Kalia Bhardwaj (Chairperson)<br>Dr. Ramna Singla   | Dean of Sports   |
| 15.   | <b><u>Reader Club :</u></b><br>Dr. Rekha Bhardwaj (Chairperson)<br>Dr. Naina Sharma  | Dr. Kusum Narula<br>Dr. Prabhjeet  |
| 16.   | <b><u>Alumni Association :</u></b><br>Ms. Karuna Arora (Convener)<br>Ms. Arvinder Kaur<br>Ms. Sushma Singla<br>Dr. Prabhjit Kaur   | Dr. Kusum Narula<br>Dr. Ramna Singla<br>Ms. Puneet Sodhi<br>Ms. Manpreet Kaur  |
| 17.   | <b><u>Career Guidance and Counselling Committee</u></b><br>Dr. Ramna Singla  | Ms. Ranjit Kaur  |
| 18.   | <b><u>NCC</u></b><br>Dr. Naina Sharma  |  |
| <b>CULTURAL/DRAMATIC/ACADEMIC SOCIETIES</b> |  |  |
|   | 1. Sanskrit Prishad  | Dr. Karuna Arora   |
|   | 2. The Economics Association   | Dr. Ramna Singla   |
|   | 3. The Punjabi Sahit Sabha   | Ms. Arvinder Kaur  |
|   | 4. Home Science Society  | Ms. Sushma Singla  |
|   | 5. The Hindi Parishad  | Dr. Naina Sharma   |
|   | 6. The Pol. Science Association  | Ms. Monika Soni  |
|   | 7. Commerce Society  | Ms. Ranjit Kaur  |

## Annexure V (c)

8. English Literary Society	Ms. Neerja Puri
9. The Music Society	Ms. Monika Sarpal
10. The History Association	Ms Harmeen
11. The Sports and Games Society	Dr. Ramna Singla
12. Internal Quality Assurance Cell	Dr. Ramna Singla
13. Red Cross Society	Ms. Arvinder Kaur
14. Red Ribbon Club	Ms. Arvinder Kaur
15. The Dramatic Society	Dr. Prabhjeet Kaur
16. The Youth Service Club	Dr. Prabhjeet
17. N.C.C. Incharge	Dr. Naina Sharma
18. N.S.S. Unit	Ms. Manpreet Kaur

## **Annexure VI(i)**

### **Best Practice I**

#### **Empowerment Of the Less Entitled Section Of Society**

**Goal: -** The institution aims at the empowerment of the lesser honored section of the society specially the women. Focus is also placed upon the awakening the youth about this vulnerable section.

#### **The context:-**

At present women are going through a number of social problems through we claim to be modernized and globalized various social issues need to be tackled. Domestic and sexual violence against women, menace of dowry, female foeticide are such burning concerns. If the girls are given education, then they can lead their life independently. Education brings dignity and respect to them. It adds to their moral strength, the leads to their empowerment.

#### **The Practice:-**

The institution organizes a number of activities to achieve the goal of women empowerment. The activities aiming at the authorization of women are as following:-

- Female Foeticide is one of the most inhumane social problems. It is the endeavour of our institution to raise our voice against this evil through seminars, debates, declamations and Articles. In the current academic session also; central Association , N.SS and N.C.C students units, with the collaboration of Rotary Club, Khanna, Adult Education Department, Pbi. University and city welfare condemned this social curse on three different occasions:-
  - On 15-10-2009, a seminar was organized on Female Foeticide by the N.C.C wing of the college
  - On 21-01-2010 another seminar was organized by Punjabi University.
  - A picture 'Cheekh' was shown to the students on 23-01-2010 to sanitize them to the burning problem of 'Female Foeticide' in our society.
- An Inter-College Declamation Contest was held in the College campus on 29-01-2010. The contest expressed their views on burning issues like Inflation, Anti-Ragging, Narcotics and some other contemplative topics as portrayal of Indian women in TV Serials.
- As most of the student population hails from the rural background so their exposure to the outer world is almost on negligible scale. Forced by the traditional thinking, their parents are not yet completely adept to the changing world. In such a scenario the institution organizes trips and tour for the students to give them first hand experience of the world outside the four walls. Such an initiative was taken by the Fashion Designing Department of the college on 08-08-2009 in the form of educational visit to the exhibition held at Ludhiana. Students were imparted knowledge about traditional embroideries, clothing of different age groups and printing of different accessories. This helps them in being self-employed.
- Money should not be a hindrance in the way of education, such is the motto of the institution. In order to provide financial assistance to the girl students as many as 271 Students were given SC/BC scholarships amounting to **Rs. 4,54,540/-**

**Evidence Of Success: -** The steps taken for the empowerment of the women is a continuous process. Such activities are organized every year. The results definitely bring about a constructive change. As a result of the efforts made by the institution the population of the students has risen. In 2009-2010, 1198 students got themselves enlisted in the college. There are a number of instances of the students who had settled well in the life, through the support received from the college.

#### **Problems encountered and Resources Required:-**

- 1) The expenses to be incurred on the women-empowerment campaigns are borne by the institution. Further sometimes it becomes difficult to work on the psychological frame work of the parents to

get their daughters pursue higher education. The expansion of the financial resources will help the institute carryout more campaigns rigorously.

## **Annexure VI(ii)**

### **Best Practice II**

#### **To Promote Inter Disciplinary Programmes**

##### **Goal:-**

“United we stand ,divided we fall” thus goes the saying. It is applicable to the smooth and successful functioning of any institution and our institution is not an exception to it. The college runs diverse disciplines successfully. The collective consciousness prevailing in the working of the institution is the secret behind it. Various Inter disciplinary programmes are organized keeping in view this very collective consciousness.

##### **Context:-**

The mission of the college is to produce socially responsible citizens. A strong Nation is built only when all the sections of the nation work co-operatively. India is a land of diversity. But unity is not forgotten in diversity .In order to inculcate the spirit of unity and co-existence, the institution aims at promoting Inter disciplinary programmes.

##### **Practice:-**

In order to promote inter disciplinary programmes and activities various steps have been taken which are as under.

- A workshop on ‘Vedic mathematics’ was organized by Post Graduate Department of Hindi and Economics on 17.2.2010. It was specially meant for the Non-Math under Graduates students to teach them easy learning .Students were appraised of the current events and general knowledge.
- Tutorial periods go a long way in bringing about a healthy interaction among the students of various discipline .Topics to be discussed are given to the students before hand, So that they may be well prepared before they to indulge in fruitful discussion.
- Every fortnight tutorial classes are held .Since our college is running three streams i.e. Humanities/commerce/BCA, mixed exchange of ideas may take place among the students of different discipline.
- Monday morning assembly further promotes the inter disciplinary harmony among the students.
- In order to promote Inter disciplinary affinity a seminar on ‘Human Rights’ courtesy youth Club Khanna was held by political Science department of the college on 31-10-09.The lecture awakened the audience of all the discipline about the violation of human rights.
- Various interdisciplinary Quiz competitions,Debates,context are arranged to promote the interaction between diverse disciplines.

##### **Evidence of success:-**

It is the result of the Inter disciplinary harmony that the institution witnesses a grand success in its cultural and social initiatives. A talent Hunt programmers in collaboration with Alumni association was celebrated in the college campus. On 22<sup>nd</sup> August 2009. The students of various disciplines showed extraordinary skills in the presentation of Debate, Elocution Histrionics ,Sitar-Vadan, ,Classical Dance,Rajasthani Dance etc.As many as 16 prizes in the Zonal Youth and Heritage Festival Organised by Panjab University Chandigarh was also an outcome of harmonious Interdisciplinary activities.

The college’s Central Association is another mean of realizing the interdisciplinary motto. Students from all the disciplines contest for being a part of the college’s Central Association. These elections are conducted in a democratic manner. The final formation of the central Association highlights the college’s constant efforts to bring out unity in different disciplines.

##### **Problems encountered and Resources Required:**

As such the institution does not face any prominent hardships in arranging Inter disciplinary activities. The only requirement is the enhancement of the funds for arranging more Inter disciplinary events and competitions.

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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