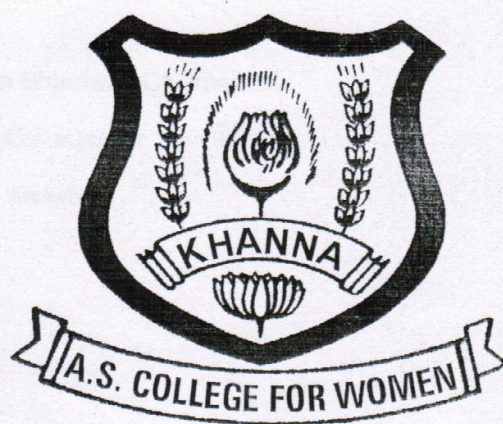


A.S. COLLEGE FOR WOMEN

Amloh Road, Khanna-141401(Punjab)



THE ANNUAL QUALITY ASSURANCE REPORT

(AQAR)

OF THE IQAC

FOR THE SESSION

2007 - 2008

COMPOSITION OF THE IQAC

In pursuance of the proposal given by NAAC to establish an Internal Quality Assurance Cell (IQAC), as a post-accreditation quality sustenance measure, A. S. College for women, Khanna has framed Internal Quality Assurance Cell for quality enhancement and to bring about catalytic improvement in the performance of the institution. The members of this cell are as under :--

Principal Dr. Rekha Kalia Bhardwaj--Chairperson

Dr. Ramna Singla --Co-ordinator

Dr. Purnet Sodhi
Dr. Mrs. Kusum Narula Member

Dr. Mrs. Karuna Arora "

Ms. Arvinder Kaur "

Dr. Mrs. Prabhjit Kaur "

Mrs. Sushma Singla "

Dr. Naina Sharma "

Mr. Rajinder Singla "

Dr. Ashwani Bansal --President of College Governing Body

Mr. Jatinder Devgan--Secretary of College Governing Body

Mrs. Amar Joshi--Former Principal of A. S. College for Women (Nominee from local Society)

Name of the Institution : A.S. College for Women, Khanna

Year of Report : 2007 – 08

PART A

OF

THE ANNUAL QUALITY ASSURANCE REPORT

(AQAR) OF THE IQAC

2007 – 2008

A.S. COLLEGE FOR WOMEN,

KHANNA

Name of the Institution : A.S.College for Women, Khanna

Year of Report : 2007-08

PART A – The Plan of Action

Various sub committees and societies were formed in the beginning of the year to bring about quality enhancement. Incharges of these committees/societies were asked to submit their suggestions to bring about effective changes in the college curriculum for an all round development and progress in the college. Proposals were invited from different departments so that they would be implemented in toto . As a result, the following conclusions were drawn :

- * Exhibitions will be held by Departments of Fine Arts/Home Science/Fashion Designing, to give an opportunity to the students to explore their creativity and hidden talent.
- * Quiz Competitions will be organized by all the departments to sharpen the IQ level of the students.
- * ICSSR and UGC sponsored National Seminar and State Level seminar will be organized.
- * Various inter-class competitions in the form of Calligraphy and Creative Writing contests will be held by Language Departments.
- * Extension lectures/workshops/talks will be arranged by the Departments of Commerce, Economics, Hindi and Panjabi.
- * Excursions and Educational trips will be organized in order to stimulate the exploring instinct among the students.
- * Talent Search function will be held.
- * Funds will be generated through donations and other means.
- * The college will apply for more Add-on Courses.
- * Infrastructure of the college campus will be renovated and updated.
- * Computer labs will be supplied with new equipments.
- * The college will apply for B.Sc. Fashion Designing as degree course and Classical Dance as Elective Subject.

It is a matter of great satisfaction that the outcome of the above mentioned proposals has been quite encouraging. The list of different projects and activities has been incorporated in Part-B of this report.

PART - B

PART B

ACTIVITIES REFLECTING THE VISION AND OBJECTIVES OF THE INSTITUTION

OF

THE ANNUAL QUALITY ASSURANCE REPORT

(AQAR) OF THE IQAC

2008 - 2009.
2007 - 2008

A.S.COLLEGE FOR WOMEN,

KHANNA

PART – B

1. ACTIVITIES REFLECTING THE GOALS AND OBJECTIVES OF THE INSTITUTION :

Since the goal of our institution is 'Awakened Women –Awakened Nation', we aim at providing value-based and job-oriented education. Our college wishes to produce responsible citizens for the nation. Our field being that of Women-education, we intend to make them aware of health protection, environmental issues, drug menace, AIDS, evil of female foeticide and other social concerns. In order to maintain a healthy balance between the inculcation of cosmopolitan outlook and preservation of our own traditional culture, efforts are made to provide moral education as well as knowledge on information technology. These objectives are discerned through different activities, the examples of some of them are given below :-

Havan Yajna:

The session 2007-08 started in the college with religious ceremony i.e. Havan Yajna on 26-07-07. Sh Ashok Pandey Ji from Shanti Kunj Haridwar recited Gayatri Mantras and prayed for the healthy and bright future of everyone. Dr. Ashwani Bansal, President, College Managing Committee and the College Secretary Sh. Jatinder Devgan graced the occasion with their presence. The students who secured more than 70% marks were given away certificates by the college President Dr. Ashwani Bansal, Sh. Jatinder Devgan and college Principal Dr. Rekha Bhardwaj. *in their exam*

NCC

Our college is associated with 4 Pb Girls Bn NCC, Patiala which is a part of Directorate at Chandigarh in collaboration with the states of Punjab, Haryana and Himachal Pradesh. The NCC cadets of our college brought laurels by attending various camps during the session. The detail of these camps is as below :

An annual A.T.C. (Annual Training Camp) was held from 13/7/2007 to 26/7/2007 in Akal Degree College Mastuana Sahib. All the NCC cadets of A.S. College for Women joined this camp. The students of our college won the first prize in firing competition against twelve participating colleges from Punjab. Seven cadets were selected for Pre-TSC. Neha Shukla stood second in the group dance and the whole group won the second position. Under the guidance of (4 Pb Girls Battalion) Lt. Col. S. Rupinder Singh, all the Cadets got the training of Drill, Firing, Environmental Care and Map reading etc.

- Our NCC, Cadet Harsukhninder Kaur (B.A.III) attended many camps & brought laurels to our college by winning various positions at different places as per detail:
- She attended an Annual Training Camp at Mastuana Sahib from 15-7-07 to 26-7-07. She got first position in Firing 22 Rifle and she was selected for 'Thal Sanik Camp', she passed her 'B' examination securing Grade 'A', she was selected to give 'The Guard of honour' to Director General NCC Delhi at Chandigarh, she attended North Zone NCC Shooting Coaching Capsule Camp at 'Chandigarh' and got selected for G.V. Mavlankar Camp, she won a silver medal and got second position in firing 22 peep site Rifle during a camp G.V. Mavlankar Camp at Agra, she got a Bronze medal in Senior and Bronze medal in Junior in prone match. She also got a Silver medal in senior and Gold medal in Junior, Gold medal in Best Shooter team in three positions in Chandigarh Rifle Association Competition held at 'Chandigarh' on 3-10-07 to 8-10-07, she attended an Annual Training Camp at 'Patiala' from 2nd Feb – 13th Feb 08.
- NCC Cadets of A.S.College for Women attended ATC (Annual Training Camp) at Patiala. Our 24 cadets of NCC have attended an Annual Training Camp-II at Patiala organised by 4 Pb-Girls Battalion, Patiala. It was held on Feb 4, 2008 to Feb 13, 2008 under the guidance of Lt. Col. S. Rupinder Singh. In this camp the cadets were given training of drill, map-reading, firing, lay-out and many other things. Apart from this the students whole heartily participated in cultural activities. Cadet Ranjit Kaur got applause for singing folk song. The girls of our college won laurels for firing.

Formation of Central Association

Every year elections are held to form Central Association. C.A. is the backbone of our college. All the candidates of C.A. are bound to own the responsibility to check the discipline and order in the college complex. To fulfil this requirement this year elections were conducted on 16th Nov, 2007 ^{2nd Sept, 2008} under the guidance of Dr. Kusum Narula. Students showed great enthusiasm in casting their votes which were held in a democratic way. The following students were elected the office bearers :

P.4-
C.A. Meghina

Ekta -B.A.III	President
Sabina Garg- B.A.III	Vice-President
Payal-B.A.II	Secretary
Sunita Rani-B.A.II	Joint Secretary

(Two projects of 'Discipline' and 'Cleanliness' of the college have been taken up by the Central Association.)

Teej Festival

Teej festival was celebrated in the college on ^{19th Aug. 2008} ~~11.8.2007~~. Punjabi songs and folk songs related with Teej were presented by the college students. ^{Ms. Sangeeta Chandhary} ~~Smt. Rita Goyal~~ was the chief guest of the function. Everyone enjoyed the presentation of the students. ^{About 50 students participated in 'Miss Teej contest' Ms. Sonam Verma was declared 'Miss Teej' for best performance.}

Independence Day

15th August, the day of our Independence was celebrated with great fervour in the college. Many students expressed the spirit of patriotism through short speeches and National songs.

Talent Hunt

Every year 'Talent Search' is organized to explore the hidden talent of the students. It was divided in two parts – stage items & off the stage items. This colourful programme was conducted on Aug ^{30th} ~~31st~~, 2007. This function consisted of various items like Folk songs, Folk-dances, Mono-acting, Shabad Gayan, Patriotic Group songs etc. Besides this, Debate and Poetry recitation competitions were also held. The Chief guest of the occasion was Ms. ^{Tanjia Sard} ~~Charu Devgan~~ who was accorded a heartfelt welcome by Dr. Rekha Bhardwaj, the Principal of the college. Off stage items were organized by Home-Science & Fashion Designing department. ^{The function was organized in collaboration with Alumni Association of the college.}

Lohri Celebrations

The Lohri festival as usual was celebrated with full enthusiasm in the college complex on 12th Jan, 2008. A brief cultural function was also organized by the students. The Principal, Dr. Rekha Bhardwaj lit the sacred bonfire. The whole ceremony came to an end with the distribution of Rewari and groundnuts. The badge ceremony of the Central Association was also performed on this occasion.

Sports Day Celebrated

^{30th} Annual Athletic Meet of the college was held on ^{4th March, 2009} ~~20th Feb, 2008~~ in the college play-ground. The Chief Guest of the morning session Sh. ~~S. L. Lottey~~ ^{IPS, SSP Khanna} ~~Assistant Director of Sports~~ inaugurated the athletic meet. He was welcomed by the college Principal Dr. Rekha Bhardwaj alongwith members of the management Dr. Ashwani Bansal and Sh. Jatinder Devgan, college staff and members of college central association. NCC cadets and sports students saluted the chief guest. The flag was hoisted and balloons were flown. Students participated in various events such as : 800mt. race, Spoon and Potato race, Fast walking, Cycle race and Chati race, Long jump, High jump, Shot put and many other events. The afternoon guest Sh. Bikramjit Singh Ji Khalsa M.L.A., Chief Parliamentary Secretary Pb. Govt. was warmly welcomed by all. Ms. ~~Harjit~~ ^{Harpreet} Kaur was declared the Best Athlete of the college for the session 2007-08. ²⁰⁰⁸⁻⁰⁹

Seminars - P - 13-14

1. Seminar on Women Empowerment

With the aid of CDC, Panjab University Chandigarh a seminar on 'Women Empowerment' was held in our college on 9th Feb, 2008. Dr. Sushma Chawla, from Chawla Nursing Home, Jalladhar, Dr. Tejinder Kaur, a renowned scholar from Punjabi University, Patiala, Dr. Sherry Sabharwal, Chairperson, Dept. of Sociology, Panjab University, Chandigarh gave wonderful presentations on the occasion of seminar on 'Women Empowerment'. They also spoke about the 'Education', 'Enabling' and 'Empowerment of Women'. Their approach was very practical towards each problem related to the women in modern society. Ms. Monika Soni, lecturer in Political Science Dept. from our college also presented her paper. The students of the college presented a beautiful choreography on the theme of 'Women Emancipation'.

2. Seminar on Human Rights

A Seminar on 'Human Rights in Theory & Practice' sponsored by ICSSR authorities was held in A.S. College for women, Khanna on 29-3-2008. Sh. E.I. Maliker Ji (Deputy Registrar of Human Rights Commission, New Delhi). The other speakers who were the guest of honour Dr. Harinder Kaur (Principal G.G.S. Khalsa College, Chandigarh), Prof.

H.C. Behal (Pol. Sci Dept. A.S.College, Khanna) and Dr. Ramna Singla (Lect. In Eco. Dept. A.S.College for women,Khanna). The college Principal Dr. Rekha Bhardwaj and the members of the management gave a floral welcome to the guests. They also welcomed all the honourable members of 'Senior Citizen group' : Sh. Balraj Bhandari Ji, Mr. Joshi and Mr. Manmohan Singh and all the present delegates from different colleges. Approximately 50 delegates attended the seminar and were impressed by the thought provoking and innovative ideas of the worthy speakers. The pious ceremony of lighting the lamp was done by the college Principal and the members of the management. All the speakers critically evaluated the 'Human Rights and all the existing problems. In our social set up like : child labour, bad treatment to women, blood-shed, Terrorism, framed by NRI's, Economic injustice, crimes etc. We can maintain harmonious selection among mankind only when we are secure from the violation of our rights. During the question session many queries were put up & were satisfactorily replied. Towards the end Principal madam thanked all the guests present there.

Trips & Tours: 11-12

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

- A four day tour to Manali, Rohtang Pass, Manikaran Sahib was organized by A.S.College for Women from 4th Oct. to 7th Oct. 2007. The tour was full of enjoyment & excitement for all.
- Computer Dept. of the college organized an educational trip to Anandpur Sahib and Naina Devi Temple on 28-10-2007. There were 52 students accompanied by three teachers. They visited Takht Shri Kishngarh Sahib, Kila Anandpur Sahib & Bauli Sahib also.
- 23-11-07 an educational one-day trip to Chandigarh was organized by the college authorities for the students of Functional English. As many as 50 students accompanied the trip. They visited many places in Chandigarh as 'The Tribune complex', Mansa Devi, Pinjore and Fun Republic'. They were provided with the complete knowledge of Printing, Editing and Composing at The Tribune office.
- One day educational trip to Naina Devi was organized by Hindi and Economics Dept. of the college. 49 students alongwith three teachers visited Naina Devi, Shri

Anandpur Sahib & Shri Kiratpur Sahib. The trip proved very helpful for the religious awareness and gave the knowledge of cultural set up to the students. The students also expressed their enthusiasm and devotion for such places.

- One day educational trip was organized by the Commerce Dept. of our college on 4-9-2007. They visited 'Tribune Office' to know the actual working of it. They were provided the full knowledge of printing methods of newspapers. They also visited Mansa Devi, Sukhna Lake and Thunder Zone. The students enjoyed fully and all this effectively refreshed their minds also.
- An educational trip was organized by Fashion Designing Department on 4-2-2008. This trip visited Ludhiana (SIFT) Sportking Institute of Fashion technology, Western Mall and Sportking manufacturing industry.

Departmental Activities:

The motto of our institution is to inculcate moral values among our students through proper education. To give value based education is our motto. To fulfil this motive different activities every year are organized by different departments :-

a) Hindi Department: 'Hindi-Divas' was celebrated on 22nd Sept, 2007 in A.S.College for Women, Khanna. 'Hindi-Divas' called as 'Varshik Sahitya Anushilan' was celebrated by organizing a lecture by Dr. A.S. Wadhan, Director, Punjab & Haryana Higher Education Research Board, Chandigarh on 'Hindi Bhasha Ke Vikas Mein Patarkarita Anuvad Ki Bhumika'.

The students of Hindi Dept. participated in 'Shri Ram Charit Manas' written competition organised by 'Manas Vidyapeeth', (Mandi-Gobindgarh). Nancy Chopra (M.A.II) got the third prize and Priti (M.A.II) got consolation prize. Our students got prizes from 800 students who participated in this competition.

Quiz Competition: A quiz competition and programme on group discussion was organized by Hindi Dept. in the college under the guidance of Madam Principal Dr. Rekha Bhardwaj. The purpose of this competition was to prepare the students keeping in view the requirements of U.G.C. exams.

For the group discussion the topic 'Tulsidas' was given to the students. Principal Dr. Rekha Bhardwaj praised all the students and staff for their enthusiastic work.

*P.G. Deptt
P.8*
Economics Department : An Extension lecture was organized by Commerce and Economics Departments collectively on 16-11-07. Dr. Mahesh Joshi, Lecturer in RMIT University (Melbourne) Australia was the Key Speaker on the occasion. Dr. Joshi has delivered lectures on all prospects in Commerce and Economics and also made a comparative study of Indian and Australian education. It was a fruitful effort of the department as the students got acquainted with the difference of education in India and Australia.

An Exhibition:- Post Graduate Department of Economics organized an exhibition on 23-10-07. On the occasion Dr. Rajiv Sharma, a senior lecturer in M.M. Modi College, Patiala was invited as the chief guest. A lecture on the topic 'Environment and its solutions –through Multimedia' was delivered by him. Many problems related to Economics like rising population, income in-equalities, tax revenue of the government, different revolutions, export-import of India with different countries were shown through charts & models prepared by the students. Models based on problems like global warming, water problems, use of plastic, corruption etc. were also displayed. Some economic problems like 'Misuse of Currency', 'Value of Rupee in different currencies of the world', 'Rural-indebtedness' were displayed through models. Students were also told how to open 'Bank Account', 'to know the original currency', 'Slum-population in India' etc. In the end, 'India vision in 2020' was also shown. Principal Dr. Rekha Bhardwaj appreciated the exhibition and applauded the students for their efforts.

Post Graduate Departments of Economics and Hindi organized a speech

On 6th Feb, 2007, the post-graduate depts. of Economics and Hindi presented an objective type questionnaire based on UGC NET Test for the benefit of the students. Under the same series Head of dept. (Economics) Dr. Ramna Singla delivered a speech on 'How to make calculations easy through Vedic Maths'. Dr. Rekha Bhardwaj and Secretary of the Management, Jatinder Devgan also attended this presentation.

P.11 ✓ **Computer Department:**

Lab Inauguration: The 3rd Computer Lab was inaugurated on 25-10-2007 by Dr. H.K. Chauhan, Joint-Secretary, UGC accompanied by the Principal Dr. Rekha Bhardwaj and members of management. A competition was also organized by the department on : Web Designing & Error Handling. 50 students of computer department participated in these activities. Madam Principal praised and inspired the students saying that such competitions express the hidden talents of the students.

Quiz Competition: A quiz competition was organized by the Computer Dept. on 27th Aug. 2007. The quiz programmes always prove to be very beneficial not only for mental development but also for over-all development of the students. This programme was conducted through projector so that new techniques and projects could be brought into the knowledge of the students. Akanksha, Samrity and Suman stood first, Pallavi, Priti and Kamlesh stood IInd, Mehak, Vaisali and Namrata stood IIIrd in this competition. Over all the quiz was a great success. Principal Dr. Rekha Bhardwaj directed the students to read their destination by crossing all the hurdles through hard work.

PM 22.11.09 ✓ **d) Music Department:** Music department organized a Classical Musical function named 'Swar Lehri'. This programme was graced by the arrival of Sh. Narpat Rai Vashisht (Guruji). He and his son Bhuvnesh Vashisht was given a ceremonial welcome by college Principal. The main attractions of this function were Saraswati Vandana, Group Shabad, Dhun Vadan, Classical Raag, Geet, Basant Raag etc.

P.9 **Home Science and Fashion Designing Department :** An Inter-class competition of various crafts items was organized by Home-Science and Fashion Designing Dept. The items were 'Mehandi', 'Pakhi Designing', 'Dasuti', 'Phulkari', 'Bagh', 'Crochet work', 'Knitting' & 'Rangoli'. Around 55 students participated in this competition. The judgement was made by the teachers from Fine Arts Dept. Students for various Inter-college competitions were selected on the basis of their skills. Principal Dr. Rekha Bhardwaj appreciated the work and motivated them for further achievements.

- On 27th & 28th Feb. 2008 an Exhibition was organized by the department of Fashion Designing in Fashion Lab. The Principal Dr. Rekha Bhardwaj inaugurated the exhibition. The students displayed their sessional work which included beautiful and

atccrative designers like Ritu Beri, Rohit Bal and J.J. Walia. The dress material were decorated with beads, metal, sequence, pearls and metallic threads. All the staff members and students of the college praised the innovative ideas and creativity of the students.

Home Science Department:

- **Lecture on Cookery :**

A demonstration cum lecture on modern cookery was organized by the Dept. of Home-Science on 22-1-08. Specialists from Mrs. Bector's Food Specialists Ltd. gave an educative lecture. The students of B.A.III & B.A.II were given demonstration to prepare Pizza, Pasta, Sandwiches and various types of salads. They were also served with various dishes prepared by the professionals using various cremica products. All the students were really benefited by the demonstration.

- A lecture on "Food Adultration" was organized in Home Science Lab on 16/2/2008. Mr. Ashok Kumar Public Analyst, Food & Drug Laboratory, Chandigarh delivered a very useful lecture on the topic. He acquainted the students with common food adultrants, their effect on health, misbranding of food products, common food preservatives & their permissible limits.
- An Exhibition was organised by the Dept. of Home-Science on 27-2-08 in the Home Science Lab. The students exhibited many articles prepared by them using different methods of fabric constitution like Weaving, Braiding and Knotting lace making etc. They also dyed articles by technique of Tie & Dye and prepared many useful articles by using waste material. Principal madam inaugurated the exhibition and appreciated the creative skills of the students.

Fine Arts Department: Inter-class competition of various items was organized by the Dept. of Fine-Arts on 29th Aug. 2007. Around 40 students participated in this competition. Students with competitive skills were selected for Youth Festival and various Inter-college competitions. Every year such competitions are organized to inspire and motivate the spirit of competition among the students.

- Three day workshop of Creative Pottery was organized by the Fine Arts Deptt., under the guidance of Ms Megha Jindal, Lect. in Fine Arts in the college. 50 students of

Fine Arts dept. attended this workshop. In this workshop students were given training to make pots without the use of potter's wheel. It was a very creative and innovative type workshop. Students enjoyed a lot & wanted to attend these kinds of workshops in future also.

- Poster Making Competition was organized by Ved Parchar Mandal on 15th Jan, 2008 at D.D. Jain College, Ludhiana. Four students of our college participated and won two consolation prizes. Manilla Vij (B.A.II), Pawanjit Kaur (B.A.II).
- The students of our college participated in the Fine Arts competition held at G.C.W. Ludhiana on 6th Feb, 2008. Two students of our college team won 1st & consolation prize respectively.

Sunita Rani	B.A.III	1st Prize
Gurpreet Kaur	B.A.II	Consolation Prize

- An annual exhibition of Fine Arts Department was held from 27th Feb 2008 to 1st March 2008. The exhibited items were the art works of pencil sketching, Portraits, Flower paintings, Landscapes, caricatures, still life, Posters and advertisement illustrations. For the first time students made use of different techniques on canvases like use of palette knife, textured 3d tuber, stone works etc. Really it was an excellent exposure of artistic hands. This show of Art and Craft compel to say that 'A thing of beauty is a joy for ever'.

English Department :

Quiz Competition: A quiz competition was organized in the college on 11-9-07 by the Dept. of English. It covered various fields like Sports, General Science, literature and general awareness etc. Over all the quiz was a great success.

Creative writing competition: A Creative Writing competition in Essay, Story and Poem Writing was organized on 6-9-07. About 50 students participated in this competition. The medium of writing could be English, Hindi or Punjabi. The topic announced on the spot was 'Environmental Pollution' for the essay 'Childhood' for poem and 'Old Age' for story writing.

On 1ST Feb, 2008 a movie 'GUIDE' was shown to the students of B.A.II class. All the students enjoyed this movie very much & its proved very helpful to the students as the novel 'Guide' is included in their syllabus.

Punjabi Department: An inter-class Paper Reading Competition was held in the college on 22-11-2008 by Punjabi Dept. 19 students participated in the competition. Four topics were given to them. 'Punjabi Sahitya vich Istri', 'Punjabi Melea Da Badlada Sawroop', 'Punjabi Di Usari Vich Parvasi Majdooora Da Yogdan', 'Punjabi No Jawana Vich Pardesh Jan Di Ruchi'. Meenu, Karamjeet Kaur, Mayoora Sharma Ekta, Jaspinder and Preet Kamal got the I, II, III and consolation prizes respectively.

Commerce Department: Commerce Dept. organized a Quiz Contest on 25-8-07. In the quiz, the students were selected through a written test. Three teams were formed. The major topic in the quiz were related to Commerce, G.K. and Current affairs. Madam Principal Dr. Rekha Bhardwaj encouraged the students to work hard and appreciated the efforts of commerce deptt.

Library Department

A Poster making competition was organized by Library Deptt. on 26-11-07 on the themes like Peace, Environment, Education, Drugs, Utility of water, Female Foeticide. About 30 students participated in this competition. Mamta Vij, Harjot Kaur, and Karamjit Kaur got the first, second and third prize respectively.

h) Annual meeting of Alumni Association

The annual meeting of the Alumni Association was held on 18-5-2007. New office bearers were elected as under. Ms. Sunita Walia (President), Ms. Sarbjeeet Kaur (Vice-President), Ms. Manjali Menon (Secretary), Ms Manpreet Kaur (Joint Secretary). It was followed by a brief cultural programme and discussion on 'How to bring about positive and constructive progress in the college through Alumni Association'.

2. NEW ACADEMIC PROGRAMMES INITIATED (UG and PG)

- 2007-08
- a) In the academic session 2007-2008, we got affiliations for B.Sc Fashion Designing vide letter no. A-4/6988-7055 dated 19/9/07.
 - b) In academic session 2007-08 we got affiliations for Classical Dance as an elective subject in B.A vide letter no. A-4/6988-7055 dated 19/9/07.

3. INNOVATIONS IN CURRICULAR DESIGN AND TRANSACTION

Curriculum design is mainly the field of the University yet our members on university bodies participate in the syllabus design. Suggestions from members of the staff are invited and forwarded to U/G Bos through our staff members who are the members of these boards of studies. For better and result oriented approach, the following innovations are introduced :

- * Proper unitization of syllabus is prepared in the beginning of the session, by the Heads of various departments. Schedule of work is distributed among the students. Some copies of the same from random departments are attached for reference in the end. (Annexure I)
- * Use of audio-visual aids, models, charts, OHP, CDs, cassettes and black board is made for the better perception of the students.
- * In order to encourage the students' participation, Quiz programmes, declamation contests, debates and other competitions are frequently organized by different departments. The list of these activities has already been elaborately mentioned under the **title of Departmental Activities of point 1**
- * Weekly written and oral class tests are conducted. September and December tests are a regular feature of the institution. These tests (Sept. and Dec.) are conducted strictly acc. to the norms prescribed by the university.
- * Exhibitions by Home Science, Fine Arts, Fashion Designing and Economics Departments are held. (For detailed report, Departmental Activities of point I can be referred to).

4. INTER-DISCIPLINARY PROGRAMMES

In order to promote inter-disciplinary programmes, like Home management, Banking and Consumer Awareness etc, the students of Humanities were given knowledge about Banking and Commerce related topics, while the Commerce students were given practical tips about Home Management and Public Speaking. A workshop on ' Vedic Maths' was organized by Dr. Ramna

Singla for Non-Maths undergraduate students. Students were apprised of current events and General knowledge. The students of Elective English shared their views on the sensitive issue of 'Female Foeticide'.

* Tutorial Periods go a long way in bringing about a healthy interaction among the students of various disciplines. Topics to be discussed are given to the students before hand, so that they may be well prepared before hand to indulge in fruitful discussion

* Every fortnight, Tutorial classes are held. Since our college is running three streams i.e. Humanities/Commerce/BCA, mixed tutorial groups are made so that useful exchange of ideas may take place among the students of different disciplines.

5. EXAMINATION REFORMS IMPLEMENTED

* In order to discourage unfair means in the examination, a special Discipline Committee is formed. If any student is caught copying or using unfair means during September or December tests, strict action is taken against her. As a result, it is gratifying to mention here that our institution is recognized as zero-copying institution.

* December tests are conducted purely on university pattern i.e. separate A and B papers as well as practicals are conducted in order to acquaint the students with proper style of university papers.

* Question papers are set according to the prescribed rules laid down by the university.

* Results of the September/December tests are sent to the parents.

* To encourage the students and create more interest in studies university position holders and first two toppers in all subjects are awarded prizes during prize-distribution, held every year.

6. CANDIDATES QUALIFIED : NET/UGC/SLET/TOEFL/IIT ETC.

Till date, we have received information of 15 students who have cleared UGC, TOEFL or IIT.

Sr.No.	Name	Subject
1.	Ms Rekha	Economics
2.	Ms Prabhdeep	Punjabi
3.	Ms Sandeep Kaur	Political Science
4.	Ms Yadwinder Kaur	Punjabi
5.	Ms Manpreet Kaur	Punjabi
6.	Ms Minakshi Bansal	Economics
7.	Ms Minakshi Verma	Political Science
8.	Ms Sukhjot Kaur	Punjabi

9.	Ms Harjit Kaur	Punjabi
10.	Ms Harvinder Kaur	Punjabi
11.	Ms Gurjot Kaur	TOEFL
12.	Ms Sonam	IIT
13.	Ms Kamaljit	Economics
14.	Ms Sonu Jindal	Economics
15.	Ms Ritu	Hindi
16.	Ms Sonam Devar	Hall's

7. INITIATIVE TOWARDS FACULTY DEVELOPMENT

PROGRAMME

Teachers are encouraged to attend training programmes/workshops and Refresher Courses to enable them to update their knowledge about the ever-changing field of academics. After the completion of such courses the teachers are asked to share their knowledge with the rest of the faculty members. The list of such teachers, who participated in Training Programmes/workshops is given below :

Teachers Participation in Training Programmes Cum Workshops:--

1. Ms Gurpreet Kaur, (Economics Department) attended a Lecture 'Dr. B.S Minhas 2nd Memorial Lecture' held at A.S.College, Khanna on 24th Oct 2007.
2. Ms Navnish Goel, (Commerce Department) attended a National Seminar at DIMIT, Doraha on 24th Feb 2008 on 'Customer Relationship Management in Banking Sector' organized by PCMA.
3. Ms Aarti Gupta, Librarian of the college attended a two-day ICSSR sponsored seminar on the theme "Trends and Strategic Issues for Libraries in Global Information Society" on March 18 & 19th, 2008. The seminar was organized by Dept. of Library and Information Science, Pb. Uni. Chandigarh.
4. Our staff member Ms. Harpreet Kaur Lect. in Computer Science attended a Refresher course on Information Technology organized by Academic Staff College, Panjab University, Chandigarh from Sept 07, 2007 to Sept,27, 2007. The course explored the different aspects related to IT such as fundamentals of IT, Networking concepts, Cyber security, Computer graphics, etc. The refresher course was educational & informative.

5. Ms Manpreet Kaur and Mrs Rupinder Kaur, Lect. in Pbi. attended an Inter-national seminar on 'Pakistani Punjabi literature' held at G.N. College Narangwal on 17.02.08.

POINT NOS 8 TO 13 ARE NOT APPLICABLE

14. CITATION INDEX OF FACULTY MEMBERS AND IMPACT FACTOR

- P. 13
Pt. 02, 13
- ① • Principal Dr. Rekha Bhardwaj honoured with Dr. Radha Krishan Award by the N.G.O., AVANTIKA, New Delhi.
 - She was invited and honoured as Chief Guest by Sahodya School Complex Swimming Championship Ludhiana on 31st July 2007 at A. S. Modern School Khanna.
 - She was honoured by local schools - Swami Chagan Lal Jain Public School, Acharya Atma Ram Jain Girls Sen. Sec. School, Khanna for delivering a lecture to the teachers on "Work Culture".
 - She was also honoured by the Director of IGNOU during Convocation on 16-2-08.

15. HONOURS/AWARDS TO THE FACULTY

a) Achievements / Honours of the Principal

- P. 13
Pt. 02, 13
- Dr. Rekha Bhardwaj is the renominated member of District Legal Services (Khanna, Govt of Punjab).
 - She is the member of Community Policing Resource Centre (PRC) Khanna.
 - An executive Member of P.U. Sports Committee
 - Member of Purchase Committee of P.U. Sports Committee.
 - Member of P.U. Academic Council.
 - She was invited by N.G.O. i.e. Braham Sabha, Khanna Vikas Mandal etc to deliver lectures on Female Foeticide & Drug Addiction.
 - She attended a one day National Seminar on two social evils i.e. Female Foeticide on Drug Addiction held on 8th March 2008 at Grain Market on the occasion of Women'Day. Principal of the college, Dr. Rekha Bhardwaj expressed her views

during the National Seminar that today there is need to change the mind set of the people in this regard. As Legislation alone could not do the needful. Her views were highly appreciated by the one and the all. The other Key Speakers of the day were Hon'ble Mr. Justice Vijender Jain, Chief Justice Punjab and Haryana High Court Chandigarh. The Hon'ble Mr Justice K.S. Grewal, Chairman Punjab and Haryana High Court Legal Services Committee, Hon'ble Mr. Justice Uma Nath and Mangal Dhillon etc. All the dignitaries emphasized on the need of providing a chance to a girl child to be born.

b) ACHIEVEMENTS OF TEACHERS

P.P. * Dr. Naina Sharma (Hindi Dept.) got 4 National Awards in a Hindi Sahitya Sammelan organized by Hindi Sahitya Sanskritik Sammelan (Partapgarh U.P.) in Language Dept. Patiala.

1. 'Sarswat Samman' by Hindi Sahitya sammelan, Patiala.
2. 'Kabir samman' by sahitya Sanskritik Kala academy (U.P.)
3. Literacy Award by Aaditya Literary institution (Kanpur).
4. Lokpriya Kavi Sahitya Sevi by Shri Hindu Vishv Prasar Pratishthan Deenanagar.

Her name was also nominated in 'Akal Bhartiya Hindi Sahitya Samity' Paryag.

* Dr. Kusum Narula is the member of Under Graduate Board of Studies, in the subject of English. She is also the member of Faculty of Language, Punjab University, Chandigarh, for the term 1.2.2007 to 31.1.2009.

* Dr. Ramna Singla is the the member of Under Graduate Board of Studies, in the subject of Economics. She is also the member of Faculty of Arts, Punjab University, Chandigarh, for the term 1.2.2007 to 31.1.2009.

Paper –Presentation:--

- P.P.
- 1 Ms. Rama Bansal, Ms Ranjit Kaur (Commerce Department) and Ms Goldy Bansal (Economics Dept.) attended an International Seminar at KIMT Ludhiana on 8th and 9th December, 2007. They presented a research paper on the topic 'Globalisation and its impact on Foreign Direct Investment in India'. It was highly appreciated there.

- 2 Ms. Rama Bansal, (Commerce Department) presented her paper on the topic 'Quality issues in Education' in an International Seminar held at DBIMCS, Mandi Gobindgarh on 4th and 5th Sept, 2007.
- 3 Ms. Gurpreet Kaur, (Economics Department) attended National Seminar on 'Impact of WTO on different sectors of Indian Economy – An Agenda for New Millennium' held at A.S.College Khanna on 10th March 2007. She also presented a Paper on the topic 'WTO and Agriculture'.
- 4 Ms Monika Soni. (Political Science Department) attended a seminar sponsored by ICSSR on 'Criminalization of Politics and its impact on woman' on 23rd Feb 2007 at Master Tara Singh Memorial College, Ludhiana. She also presented a research paper.
- 5 Ms Goldy Bansal, (Economics Department) attended a National Seminar at DIMIT, Doraha on 24th Feb 2008 and presented a paper on 'Customer Relationship Management in Banking Sector' organized by PCMA.
- 6 Ms Ranjit Kaur, (Commerce Department) attended a National Seminar at DIMIT, Doraha on 24th Feb 2008 and presented a paper on 'Role of Customer Relationship Management in Banking Sector' organized by PCMA.
- 7 Ms Ritika Agnihotri (English Department) attended a one day UGC sponsored State Level Seminar on the topic 'Innovations in Communication Skills' held at Master Tara Singh Memorial college for women, Ludhiana on 7th March, 2008. She also presented a paper on the topic :The Latent cues : Non verbal communication which has been submitted for publication.
- 8 Ms Rama Bansal, Lect. in Commerce Dept. attended a National Seminar at Punjabi University, Patiala. She also presented a Research Paper on 'The Indian Aviation Industry'. This seminar was organized by the Commerce Dept. on 26th March, 2008.
- 9 Ms Ranjit Kaur, Lect. in Commerce Dept. attended a National Seminar on 'Service Sector-Opportunities and Challenges' organized by Commerce Dept. held at Punjabi University, Patiala on 26th March, 2008. She also presented a Paper on 'Growing Prospects of Indian Life Insurance Sector and Challenges'.
- 10 Dr. Ramna Singla Lect. in Economics presented a Paper on 'Human Rights in Theory & Practice' in the National Seminar on 29 March, 2008 at A.S.College for Women, Khanna

11. Ms. Monika Soni Lect. in Political Science presented a Paper on 'Women Empowerment' in the Seminar organized by the aid of CDC, Panjab University Chandigarh on Feb 9th 2008 at A.S.College for Women, Khanna

16 INTERNAL RESOURCES GENERATED

A sum of approximately Rs. 1,06,16,000/app. was collected through the following activities to mobilize funds for the institution in the session 2007-08.

- * By collection of user charges from outside agencies for the use of college infrastructure.
- * By exhibiting and selling the articles/objects of Art to the general public prepared by the students.
- * By organising Fetes, Diwali Mela, Teej Mela, Basant Mela etc.
- * Through Raffle draw.
- * Through the donations by the college Alumni Association.
- * Through donations from parents, general public, religious institutions, M.P's, M.LA's etc.
- * Through regular upward services of fee fund structure.
- * By conducting hobby classes.

POINT NOS 17 IS NOT APPLICABLE

18. COMMUNITY SERVICES

All education is incomplete if the students are not sensitized towards the glaring problems of the society. To promote community feeling among the students the following activities were undertaken :

NSS Activities

NSS Unit of our college remained busy through out the year. Following activities were organized by this unit :

Van Mahotsav :

The NSS Unit of A.S.College for Women celebrated the 'Van Mahotsav' programme. The 'Van Mahotsav' was inaugurated by Sh. Jai Dev Goyal ji. Approximately 50 plants were planted. The plantation of these green saplings is the symbol of new life and the due care to our environment. Dr. Rekha Bhardwaj, Principal, A.S.College for Women expressed her heartfelt praise on this auspicious celebration of 'Tree Plantation'.

ii) Sadbhavna Divas Celebrated : The NSS unit of A.S.College for Women celebrated 'Sadbhavna Divas' on the day of Sh. Rajiv Gandhi Jayanti'. Principal, Dr. Rekha Bhardwaj inspired the students to maintain national unity by standing unitedly and with devoted feelings. On this occasion a patriotic song was presented by the students and Rajni, a student of NSS unit delivered a short speech. A pledge was taken by Principal, teacher incharges of NSS unit and students to live with full co-operation and understanding keeping aside differences of any kind.

8.5 **iii) Blood Donation Camp:** A Blood Donation Camp was organized by NSS, NCC and Red Cross society of A.S.College for Women, Khanna. S. Sukhwinder Singh Gill (S.D.M.) Khanna was the Chief Guest. Principal Dr. Rekha Bhardwaj welcomed the Chief guest and Sh. Mastram Ji, President of blood donation association. DR. Harwinder Singh (B.T.O.) Civil hospital, Khanna, Dr. N.P.S. Virk, Sh. Jagpal Singh (Ex. J.E. Electricity Board, Khanna, were also present on the occasion. Not only fifty students but teachers also donated the blood. For the last many years the college has been organizing blood donation camp. It has become a routine of this institution to provide such a help to society.

iv) A Lecture on Moral Values: The NSS unit of the college organized a lecture for updating the knowledge of NSS volunteers in the college campus on 12-11-07. Dr. Balwant Singh delivered a lecture to make the students more alert and awakened towards the activities of NSS unit. Madam Principal not only thanked Dr. Balwant Singh but also inspired and motivated the students to participate and act with full enthusiasm in all the NSS activities.

NSS Day Celebrated: On 24th Sept, 2007 NSS Day was celebrated in the college complex. On this occasion one day camp was held. 53 NSS volunteers devoted their time in cleanliness of the college, sports ground etc.

Red Ribbon Club

To make the students aware of HIV/AIDS infection the Red-Ribbon Club was formed in A.S.College for Women, Khanna. Ms Paramjit Kaur. Mr. Raghubir Singh Karlupia from Red Ribbon National AIDS CONTROL Org. (a collaborative project of Pushpa Gujral Science City) visited the college and selected 15 students for the club on 6-2-2008. They provided the Red Ribbon batches to Principal Dr. Rekha Bhardwaj and Programming

officer Ms. Rama Bansal. Through audio-visual aids they made the students aware of the main causes and protection measure of HIV/Aids infection.

19. TEACHERS AND OFFICERS NEWLY RECRUITED

* As many as 10 teachers were appointed on contract basis and 23 teachers on Ad hoc basis for the session 2007-2008. *2008-09*

* 5 lecturers on probation were appointed during the session 2008-2009.

20. TEACHING-NON-TEACHING STAFF RATIO

The College has 44 members in the teaching faculty and 12 members in the non-teaching faculty. The teaching-non-teaching staff ratio comes to 44 : 12

1:127
i.e. 44 = 27. % *of non teaching staff.*

21 & 22. IMPROVEMENTS IN THE LIBRARY SERVICES

Library is the life-line of any college. Constant efforts are being made to bring about improvements in the college library. Computerization in the library has helped a lot in maintaining the stock of books, loan of books, keeping a record of new arrivals etc. Presently there are 19154 books in the library. The following additions have been made till date :--

Total Books addition	-	925
Sociology	-	13
Economics	-	225
Public Administration	-	2
Punjabi	-	5
Reference Section	-	14
General Section	-	84
Home Science	-	7
Hindi	-	137
English	-	195
Commerce	-	5
Environmental Education	-	1
History	-	6
Computer	-	44

Political Science	-	30
Mathematics	-	33
Physical Education	-	2
Functional English	-	---
Religious	-	3
Fine Arts	-	40
Fashion Designing	-	---
Classical Dance	-	16
Music	-	4
Translation	-	59
No. of News Papers	-	10 (Copies 12)
No. of Journals/Periodicals	-	95

These newly added books and journals go a long way in widening the knowledge of the readers in various fields, to which they belong to. A number of books have also been added to the Book-bank.

23. COURSES IN WHICH STUDENTS ASSESSMENT OF TEACHERS IS INTRODUCED AND THE ACTION TAKEN ON STUDENT FEEDBACK

To keep a proper track of the accountability of the teachers in terms of students satisfaction, the students are given detailed questionnaires regarding the annual performance of the teachers. Efforts are made that these questionnaires be filled in a fair manner devoid of any personal bias. These questionnaires are then carefully scrutinized to underline the positive as well as undesirable qualities of the teachers. While the positive points of the teachers are highlighted and well appreciated, suggestions are given as to how to improve upon the undesirable qualities. In case of glaring weaknesses on the part of the teachers, special committee under the guidance of the Principal or members of the managing committee, is authorized to take stern action against the defaulting teacher. This practice goes a long way in ensuring considerable amount of accountability among our teaching faculty. A copy of students questionnaire is attached for reference in the end.

(Annexure 2)

24. UNIT COST OF EDUCATION

Unit Cost (Establishment)	-	7637.03
Unit Cost (Fixed assets)	-	2590.52
Unit Cost (Recurring)	-	1048.87

11476.42

11276.42

25. COMPUTERIZATION OF ADMINISTRATION AND THE PROCESS OF ADMISSIONS, AND EXAMINATION RESULTS, ISSUE OF CERTIFICATES

1. Accounts office has been computerized since 1999-2000.
2. Salary, Income Tax related to establishment has been computerized.
3. Computerization of admissions, issue of certificates, payment of fee is in process.
4. Internal Assessment related to students has been completely computerized.
5. All types of students returns related to university has been computerized.

26. INCREASE IN INFRA-STRUCTURAL FACILITIES

1. One computer lab has been added.
2. Big hall of 4000 sq. feet has been constructed.
3. Women Hostel is in progress, it is a double storey building having the capacity of about 60 students.
4. 10 New computers have been added.
5. Two Water-purifier have been installed.

new lab for B.Sc. Fashion Designing has been added.

27. TECHNOLOGY UPGRADATION

Addition of New devices in Computer Department and Administrative office :

1. Networking in Computer Lab

Project Works Undertaken

1. Presently, the computer Department of the college is working on the following projects which will be helpful in conducting the office work more effectively :-
 - a) Computerization of the Salary System
 - b) Computerization of the Fee-Collection System
 - c) Website on Sikhism, Indian Festivals
 - d) Project of Calendar cum Calculator

- e) Our PGDCA students have undertaken the project of the upgradation of the college website under the guidance of their teachers.

28. COMPUTER AND INTERNET ACCESS AND TRAINING TO TEACHERS AND STUDENTS

In order to make the non-computer education students and teachers computer literate, they are provided with :-

- a) Crash Courses in Internet
- b) Training is given to the teachers in the Preparatory holidays.
- c) There is a provision of certificate course in computer applications.

29 FINANCIAL AID TO STUDENTS

The socially and financially backward students, the outstanding sports students and the brilliant students receive the following financial assistance from the Central Government, the State Government, from the college and from other sources.

- a) Merit Scholarship
- b) Post-Matric Scholarship to S.C.
- c) Post –Matric Scholarship to O.B.C.
- d) Student aid fund (Half-fee) by the institution.
- e) Incentives to poor students by the institution.
- f) Incentives to Sports students by the institution
- g) Books to the intelligent and needy students from the College Book Bank.
- h) Total concession to the students getting 80% and above marks in degree class.
- i) Scholarships by N.G.O's and Alumni Association.
- j) Sanskrit Scholarship

Different Concessions and Scholarships given to students for the year 2005-06 are as under:--

S.No	Particulars	Full Strength = 1240	%	Source
1	Concession to poor & deserving students	23	1.85	from college students aid fund
2	Fee Concession to Sports Students	7	0.56	from college sports fund
3	Merit scholarship	4	0.32	out of college Merit Scholarship
4	Alumni Scholarship	1	0.08	out of college Alumni fund
5	Post Matric Scholarship to S.C. Students	106	8.55	from State Govt.
6	Post Matric Scholarship to B.C. Students	79	6.37	from State Govt.
7	Sister Concession	17	1.37	from college students aid fund
8	Poor & Brilliant Students	3	0.24	From Panjab University
9	Half fee concession to poor & deserving students	101	8.15	from State Govt.
10	Merit scholarship stipend	10	0.81	from State Govt.
11	Sanskrit Scholarship	47	3.79	Rashtrya Sanskrit Santhar New Delhi

30 ACTIVITIES AND SUPPORT FROM THE ALUMNI ASSOCIATION

In order to strengthen the bond of the old students with their Alma Mater, a formal Alumni Association has been formed in the college. It works quite actively and is instrumental in collecting funds for the institution, helping the needy students, adopting a few projects for the beautification of the campus etc.

The meeting of the Executive members is held every month while the full house meets once annually. The 7th annual meeting of the Alumni was held on 28.8.2007, in which important issues concerning the welfare of the institution were discussed.

31. ACTIVITIES AND SUPPORT FROM THE PARENT TEACHER ASSOCIATION

The college does not have formal parent teacher association. However Parent-teacher meetings are held after the exams (September and December), in which the problems regarding their wards such as performance/indiscipline/shortage of lectures etc. are discussed. On one hand, parents are informed about their wards' problems; secondly their support is sought in the above mentioned problems.

32. HEALTH SERVICES

- * Health facilities are available to the students, members of the teaching and non-teaching staff through the services of a part-time doctor, Dr. Sunita Verma (B.A.M.S.). First Aid Box and common medicines are kept for the treatment of the students/staff members.
- * Extension lectures are organized on Health and Hygiene from time to time.
- * There is a separate Medical Room in the college.
- * A proper register containing a record of the students/staff members who visit the medical room for treatment is maintained.

33. PERFORMANCE IN SPORTS ACTIVITIES

Sports and Academics move together at A.S.College for Women. The following have been our achievements in sports for the session 2007-08 :-

- * Harjeet Kaur participated in Inter-college Gymnastic competition organized by Panjab University. She won a Gold Medal in 'Floor exercises' and Bronze medal in 'Uneven Bars'. She secured third position in over-all results. She has also been selected for inter-university competition. The management and Principal Dr. Rekha Bhardwaj congratulated the staff members and parents of the students.
- * Our students Kamalpreet Kaur & Gurpreet Kaur B.A.II won silver medal in Inter-college Wrestling competition held at Panjab University, Chandigarh on 3-11-2007.
- * Our college students Aman, Swati, Harmeen and Sanveer (B.A.I) won third prize (Bronze medal) in an inter-college Table Tennis competition held at Punjab University on 11/11/2007.
- * The students of our 'Judo' team participated in Inter-college competition held at Panjab University Chandigarh on 1st Dec,2007. Parminder Kaur won the Bronze medal.
- * The students of our 'Tennis team' participated in Inter-college competition held at Punjab University campus Chandigarh on 20th Dec,2007. They secured fourth position.
- * The students of our college participated in many other sports activities such as Chess competitions, Athletics and Yoga etc.

34. INCENTIVES TO OUTSTANDING SPORTSPERSONS

The college has a big Sports Playground (23 kanal x 6 marla). The institution has proper infrastructure for Badminton, table Tennis, Gymnastics, Kho-Kho, Ball badminton, Soft-ball, Yoga and other athletic events. The following incentives are given to the outstanding sportspersons :-

- * Full fee concession is provided to the outstanding Sportspersons. Scholarship, cash prizes, free medical aid, track suits and kits are given by the college.
- * Free set of books is provided to the sports students for the whole academic session.
- * The outstanding players are honoured during the college functions and on the Annual Sports day. They are given cash/mementoes/sports kits etc.

35. STUDENTS ACHIEVEMENTS AND AWARDS

* In the field of academics our students have far excelled the university results. In some subjects our results are 100%. The list of the university results for the session 2006-2007 is as under :--

2008-2009

University Results for the session 2006-07 2008-09

Class	College Pass%	Uni. Pass%	Remarks
B.A.III	97.92 <u>99.6</u>	70.81 <u>72.33</u>	
B.A.II	97.7 <u>99.3</u>	61.06 <u>81.88</u>	
B.A.I	88.10 <u>90.14</u>	46.13 <u>61.01</u>	
B.Com I	85.18 <u>85.7</u>	66.69 <u>70.67</u>	
B.Com II	100 <u>85</u>	76.84 <u>68.62</u>	
B.Com III	100	95.52 <u>94.51</u>	
BCA I	64.10 <u>72.34</u>	49.69 <u>49.51</u>	
BCA II	100	82.79 <u>90.64</u>	
BCA III	100	96.85 <u>95.06</u>	
PGDCA	93.25 <u>92.5</u>	<u>58.84</u>	
M.A.I (Hindi)	100	52.37 <u>62.96</u>	
M.A.II (Hindi)	100	77.98 <u>86.40</u>	
M.A.I (Eco)	100	33.70 <u>41.52</u>	
M.A.II (Eco)	95 <u>100</u>	66.01 <u>86.96</u>	
B.A.II			
(Hons)Eng.			
B.A.III	100	80.58	
(Hons)Eng.	12 students got first division i.e 75% of the total students		

Ms Rajni Rani of MA II (Hindi) topped in university by getting 587/600 marks i.e 70.87%

Subject wise Cent Percent Results for the session 2006-07

Panjabi (Comp.)	B.A.II, BA II
History	B.A.II
Economics	B.A.II & III
Pol-Science	BA II B.A.III
Pub-Admn.	BA II B.A. II
Sociology	B.A.II & III
Sanskrit	B.A.I, II & III
Hindi (Elective)	B.A.I, BA II
Panjabi (Elective)	B.A. II, III
English (Elective)	B.A.II, BA II
Fine Arts	BA II B.A.I & III
Physical Education	B.A.II & III
Home-Science	B.A.I, II & III
Fashion Design.	B.A.I, II & III
Functional English	B.A.I, II & III
Music (Instrumental)	B.A.I, & III
English Hons	B.A.III

Ms. Ritu and Ms. Kamaljit Kaur cleared UGC Exams.

MA I & II Hindi
 MA I - II Economics
 B.C.A. - B.C.A. II & III
 Commerce - B.Com. II
~~PGDCA~~

Subject wise Cent Percent Results for the session 2006-07

Panjabi (Comp.)	B.A.II, <i>BA II</i>
History	B.A.II
Economics	B.A.II & III
Pol-Science	<i>BA II</i> B.A.III
Pub-Admn.	<i>BA II</i> B.A. II
Sociology	B.A.II & III
Sanskrit	B.A.I, II & III
Hindi (Elective)	B.A.I, <i>BA II</i>
Panjabi (Elective)	B.A. II, III
English (Elective)	B.A.II, <i>BA II</i>
Fine Arts	<i>BA II</i> B.A.I & III
Physical Education	B.A.II & III
Home-Science	B.A.I, II & III
Fashion Design.	B.A.I, II & III
Functional English	B.A.I, II & III
Music (Instrumental)	B.A.I, & III
English Hons	B.A.III

Ms. Ritu and Ms. Kamaljit Kaur cleared UGC Exams.

MA I & II Hindi
Hindi - MA. I + II
Economics - MA I - II
B.C.A. - B.C.A. II + III
Commerce - B.Com. II
~~*PGDCA*~~

Inter-College Participation

Our college students participated in various competitions held in the neighbouring colleges and came out with flying colours. They brought laurels to their alma mater :

- * In the Inter-college competition held at DIMIT, Doraha on 6th Nov, 2007, our students got prizes in various competitions:

1. Over-all trophy (Shared with Govt. College for boys, Ludhiana).

P.6

ITEM	Name of the student/students	Prizes
Poster making	Gurpreet Kaur	Second
Face painting	Sunita	Second
Mehandi	Rachna Sharma	Second
Rangoli	Navneet Kaur	Second
Creative writing	Jagdeep Kaur	Second
Collage making	Shivani Sharma	Consolation

- An Inter-college competition was held at Swami Ganga Giri Janta college, Raikot on 9th Feb 2008. 9 students of our college participated in this competition and four students won the prizes as follows:

ITEM	Name of the student/students	Prizes
Crochet work	Jagdeep Kaur	First
Phulkari	Harjot Kaur	First
Creative writing	Harjinder Kaur	Second
Dasuti	Kiranjot Kaur	Third

- On 6-2-2008, an Inter-college competition (Expression-2008) was held in Govt. College for Women, Ludhiana . Sunita Rani won IInd prize in Life Sketch and Gurpreet Kaur won consolation prize in Poster Making.

- A competition Aaftaab'08 was organized by PIMT Mandi Gobindgarh on 28th Feb, 2008. Our college team of 11 students participated and won many prizes:

ITEM	Name	Prize
Rangoli	Navneet Kaur	First
Solo Instrumental	Deepti	Second
Duet Song	Deepti & Navjot	Second
Laughter Challenge	Aina Arora	Second

Achievement in Inter-Zonal Youth Festival

An Inter-Zonal Youth Festival was held at D.A.V. College, Abohar from 15-11-07 to 18-11-07. The students of our college participated and came out with their best presentation. They bagged many prizes.

ITEM	Names of the student/students	Prizes
Crochet Work	Jagdeep Kaur	First
Bagh	Harjot Kaur	First
Mimicry	Aina Arora	Second

36 & 37. ACTIVITIES OF THE GUIDANCE AND COUNSELLING UNIT

Teachers participate in academic and personal counselling. The students are advised on the choice of subjects at the time of admission. They are guided regarding the subject combinations according to their aptitude and for further studies. During the session also they are informed about new-courses, job opportunities etc. For this, our two lecturers Dr. Ramna Singla and Ranjit Kaur provide guidance to the students through internet information and by putting up cuttings from the newspapers regarding employment opportunities and courses which can be pursued by the students after their graduation. Personal counseling is done throughout the year when the students

approach the lecturers as and when a problem arises. The activities of the career-guidance and counseling cell for the session 2007-08 are as below :

- Guidance was provided to the Post-Graduate students regarding M.Phil, J.R.P. and for registration for Ph.D. by Dr. Ramna Singla from Economics Deptt.

Students Placement Cell

Members of world-wide famous company I.B.M.S, Gurgoan visited our college. They interviewed the students for the purpose of placement of those students in future. They selected six students for this company. The names of the students are Harpreet (B.Com III), Anchal Kalia , Deepshikha, Ekta Rani (B.A.III), Parul & Shivani Arora (M.A. I Economics). Principal Dr. Rekha Bhardwaj congratulated the students and their parents for this achievement.

38. DEVELOPMENT PROGRAMMES FOR NON-TEACHING STAFF

The members of non-teaching staff are always encouraged to attend extension lectures/workshops to improve their professional efficiency.

- * Mr. Rajinder Singla, office Supdt. and Mr. Hardev Singh dealing hand of Income Tax keep on attending meetings held by the Local Income Tax Department to update the TDS procedure.
- * Mr. Rajinder Singla, Mr Ravinder Kumar and Mr. Hardev Singh attend monthly meetings with the college Internal Auditors Mr. Rajesh Sahi C.A., and Mr. Rakesh Goel C.A. to get the latest information in accounts .
- * Mr. Hardev Singh, clerk attended the monthly meeting regarding P.F. organized by RPFC Ludhiana to get the update information.
- * Mr. Hardev Singh, clerk and Ms Anita Soni, Computer Instructor attended the annual meeting regarding Registration-Return organized by Panjab University Chandigarh to get the update information.

39. HEALTHY PRACTICES

The college motto is 'Satyam Shivam Sundram' . To achieve this motto, stress is laid on the mental, spiritual and aesthetic growth of the students. Special emphasis is laid on imparting value based education to the students in the following ways:--

- * As is the tradition of our college, every year, the new academic session starts with Havna Yajna.

- * Weekly assembly is mandatory and the thought of the week is given by teachers and students. The assembly starts with Shabad/Bhajan and ends with the National Anthem.
- * Sign boards bearing moral thoughts are displayed throughout the college to imbibe a spirit of high moral values among the students.
- * N.S.S. Camp also starts with morning prayer and the volunteers are urged to lead a socially productive and useful life.
- * The students are required to wear white uniform on Mondays and on functions.
- * From time to time spiritual and intellectual dignitaries are invited to deliver lectures to imbibe ethical and moral values among the inmates.
- * Weekly oral/written tests are mandatory for all the students in their respective subjects.
- * Teachers use latest audio-visual equipments like globes, charts, dummies, OHPs, multimedia computers etc. to broaden the mental horizon of the students.
- * Tutorial periods are compulsory for the students.
- * Inter-disciplinary programmes like lecture, workshops etc. are our regular features.
- * Inter-class, Inter-college, Zonal/Inter-Zonal/Inter University competitions are held.
- * Annual Prize Distribution and Convocation is the regular feature of our college.
- * The students take out Awareness rallies on important functions to condemn Social evils in the society. They also take pledges to eradicate the same.

PRIZE DISTRIBUTION FUNCTION

2
2.

7th March, 2009 (Mr Justice) Honorable H.K. Sood 2008-09.

An Annual Academic Prize Distribution Function of the college for the session 2007-08 was held on 29th Feb, 2008. Sh. Manoranjan Kalia Ji (Cabinet Minister, Local Bodies of Industries Pb. Govt) was the chief guest of the occasion, Sardar Bikramjeet Singh Ji (Parliamentary Secretary Pb. Govt) was also the guest of honour. SDM, Sp, SSP Khanna were also present on this occasion. The college Principal Dr. Rekha Bhardwaj along with all the members of the management gave a warm welcome to the honourable chief guest and other guests. The function began with the lighting of the sacred lamp of knowledge and the musical notes of the national song 'Vande Matram'. A classical dance was also represented on the rhythm of 'Satyam, Shivam, Sundram'. The message of 'Higher Education' was conveyed through a rally by the C.A. students of the college. On this occasion, Principal Dr. Rekha Bhardwaj read out the Annual Report of the achievements during the session 2007-08. Prizes and certificates were awarded to the winners in different college and

2008-09

Total 260 students were awarded prizes and certificates in diff academic, cultural and sports fields.

35

Inter-college competitions, sports and other academic fields.
 On the occasion Principal Dr. Rekha Bhardwaj, President Dr. Ashwani Bansal, Secretary Sh. Jitender Devgan, Sh. Sanjeev Dhamija, Sh. Ashok Tiwari, Sh. Batra Ji, Sh. Raj Sahnewalia, Dr. R.S. Jhanji (Principal), Sh. D.K. Bhardwaj, Smt. Amar Joshi, Sh. Joshi, and other gentry of Khanna were present there.

Sh. Dharam Pal Angush, Sh. Rajiv Rai Mehta, B. D. Dawett,

Convocation Function

Convocation Function was held at A.S. College for Women, Khanna with great on 1st March 2008. The Vice-Chancellor of Punjab University, Chandigarh. Honourable R.C. Sobti graced the occasion as being the chief guest. The college Principal, Dr. Rekha Bhardwaj welcomed the chief guest alongwith the members of management. The message of 'Higher Education' was conveyed through a rally by the C.A. students of the college. The pious ceremony of 'Lightning the Lamp' was done by the honourable chief guest, the college Principal and all the members of management. Sarswati Vandana was chanted to get the blessings of Goddess Sarswati. The National song Vande Matram was also sung by the college students. Hon'ble chief guest awarded degrees to 600 students for two sessions i.e. for 2005-06 and 2006-07. The function came to an end with the rhythmical tunes of National Anthem by the one and the all.

OTHER PURPOSEFUL ACTIVITIES

- * Different bodies of the students like Central Association N.S.S., N.C.C., Red Cross Society, Youth Services Club and Subject Societies are formed annually to smoothen the working of the college.
- * Religious /National Days such as Republic Day, Independence Day, World Aids Day, International Women's Day are celebrated in the college with great fervour and enthusiasm.
- * **Free classes** are held for **weak students** in English.
- * **Meritorious students** are guided by their teachers during their free period.
- * Students of Fine-Arts Dept. exhibit the articles prepared by them and collect money for the institution.
- * Free classes are held for the students belonging to SC,ST and Minorities group sponsored by UGC.

Valedictory & German Cultural Performance

Every year, the session ends with properly organised Valedictory function. This year, Farewell function was organised on 17 March 2006. This function has become memorable as the 'Happy German Bagpiper Group' visited our college for their cultural presentation. It was a group of 24 members, giving the message of cultural celebration all over the world. A warm welcome was given to them by the college Principal Dr. Rekha Bhardwaj alongwith all the members of management. Dr. Ashwani Bansal (President), Sh. Vijay Sharma (Gen. Secretary), Sh. Jitander Devgan (Secretary), Sh. Balkrishan Batra and Sh. Paramjeet Mavi. The pious ceremony of lighting the lamp was performed by the Principal and all the management members. The students of B.A.II, B.Com II and BCA II bade farewell to their seniors. It is a unique tradition in our college to give an affectionate send off to our outgoing class. For this purpose Principal (Dr.) Rekha Bhardwaj distributed 'Parshad' to the students and wished them all the luck for their exams. She also advised them to always march ahead in life and to come out as balanced and useful citizens of their motherland.

41. ANY OTHER INFORMATION THE INSTITUTION WISHES TO ADD

A.S. College for Women, Khanna is an institution that endeavours to ensure that whatever is done in the institution for promoting "education", is done efficiently and effectively with an aim to achieve excellence. It is an institution committed to promote the cause of women's education. This college caters to the academic needs of girl students not only of Khanna but also from a number of adjoining villages. To accomplish this noble cause, the college is fortunate to have a Managing Committee consisting of highly cultured, dedicated and dynamic persons always eager and enthusiastic to render a helping hand whenever and wherever required. They inspire and motivate the students to achieve the best in thought, work, conduct and deed. The college has a team of hardworking staff led by the Principal with a positive and futuristic vision. With the combined efforts of the staff and the students, the college has emerged as a centre for providing quality education and for showing enviable results in Academics, Sports as well as Extra-curricular activities. The institution strives to reflect its immortal motto of 'Satyam, Shivam, Sundram' in all the fields and always remains desirous of adopting and cultivating constructive and healthy programmes. After all, the road to perfection is unending and always demands tireless pursuance!

PART C

PLANS OF THE INSTITUTION FOR THE NEXT YEAR

In this rapidly growing global world, every institution must keep pace with the fast growth rate and keep up with the ever-changing nature. Any institution which discourages future growth, runs an open doorway to a dead end. Hence, we always have very high hopes for the future and are looking about proactively, flexibility and confidence in the future. For the purpose, we have drafted our annual projects to be undertaken by the staff.

OF

THE ANNUAL QUALITY ASSURANCE REPORT

(AQAR) OF THE IQAC

2007 – 2008

A.S.COLLEGE FOR WOMEN,

KHANNA

PART – C

PLANS OF THE INSTITUTION FOR THE NEXT YEAR

In this rapidly growing global world, every institution must keep pace with the fast growth rate in order to cope with the ever – changing issues. Any institution, which discourages future expansion, gives an open invitation to stagnation and extinction. Hence, we always have very ambitious plans for our future and are keen to bring about practicability, flexibility and positivism in our institution. For this purpose, we have chalked out certain projects to be undertaken for the next academic session :

- 1) To set one more computer lab.
- 2) To purchase 10-15 more computers
- 3) To start B.Sc. fashion Designing.
- 4) To start Classical dance as elective subject.
- 5) To set one more Fine Arts lab.
- 6) To start the construction of Girl's Hostel.
- 7) To add more books in the Reference Section and books for various departments.
- 8) To organize one State-level seminar and National Level seminar.
- 9) To buy more latest and modern gadgets in the Home Science, Fine Arts and Fashion Designing Departments.
- 10) To set one more Fashion Designing lab.
- 11) To buy new Musical instruments in the Music Department.
- 12) To encourage wide usage of Audio-visual aids for effective teaching-learning process.
- 13) To organize workshops/seminars/extension lectures at Departmental level.
- 14) To organize career-orientation workshops/lectures for the benefit of the students.
- 15) To introduce more P.G. courses.
- 16) To encourage the students and staff to become more Techno-savvy in this world of Information and technology.
- 17) To integrate moral and ethical values with our curriculum in order to fill the increasing spiritual vacuity in the present generation.
- 18) To organize Inter-college competitions.

19) To organize seminars and declaration on International issues like Global warming, economical use of scarce resources like water, electricity.

Through the above mentioned plans, our aim is to make our students vibrant, sensitive and dynamic individuals, who will strengthen this world with the power of their intellect and towering personalities.

- 20) To start the evening coaching classes for sports to produce best national level player.

LIST OF ANNEXURES

1. Unitization of Syllabus
2. A Copy of Students Questionnaires

सम. ए. प्रथम

{ July Exam }
{ प्रथम इकाई }

(1)

पैपर - प्रथम - पाठ्य क्रम आवेदन

2008-09

हिन्दी साहित्य का इतिहास

खण्ड 1

- इतिहास दर्शन और साहित्य इतिहास
- हिन्दी साहित्य इतिहास - लेखन परम्परा, आधारभूत सामग्री और पुनर्लेखन की समस्याएँ।
- काल विभाजन, सामा. निष्पत्ति और नामकरण

खण्ड 2

- पूर्व मध्यकाल (भक्तिकाल) का ऐतिहासिक प्रवृत्ति, सांस्कृतिक चेतना एवं भक्ति-आंदोलन, विभिन्न काल्यधाराएँ और उनका विशिष्ट प्रमुख निर्गुण सत कवि और उनका योगदान

खण्ड 3

- आधुनिक काल की सामाजिक, राजनीतिक, आर्थिक एवं सांस्कृतिक प्रवृत्ति आधुनिक काल और नवजागरण।
- भारतीय युगः प्रमुख साहित्यकार, रचनाएँ और साहित्यिक विशेषताएँ

खण्ड 4

हिन्दी गद्य की प्रमुख गद्य विधाएँ - कहानी, उपन्यास, नाटक और निबंध का विकास

बॉ. ० (१०) भाग तृतीय { नम्यु- २००८ }
प्रथम इकाई

पाठ्य-क्रम आबंटन Session 2008-09

विषय A

1. रश्मि रथी

प्रथम, द्वितीय एवं तृतीय सर्गों की संसंदर्भ व्याख्या, आलो-
चनात्मक प्रश्नों की तैयारी

2. गद्य - प्रवाह

साहित्य क्या है, क्लृप्त, क्रोमती महादेवी वगैरे
आलोचनात्मक प्रश्न एवं संसंदर्भ व्याख्या, लघुतर प्रश्नों की तैयारी

3. हिन्दी साहित्य का इतिहास

गद्य-विधाएँ - उपन्यास, कहानी, नाटक
का उद्भव और विकास तथा लघुतर प्रश्न

विषय B

1. निबंध-लेखन

साहित्य और समाज, भारतीय समाज की कुरीतियाँ,
भारतीय समाज में नारी का स्थान

2. समाप्ता - सिद्धांत

काव्य की परिभाषा तथा भेद, महाकाव्य की परिभाषा
और भेद
गद्य-विधाएँ - निबंध स्वरूप और तत्वों का सामान्य परिचय
लघुतर - छंद - दोहा, शेरछा और चौपाई
अलंकार - अनुप्रास, यमक, श्लेष, वक्रोक्ति

हिन्दी भाषा और उसकी प्रेक्षित - तार लेखन, विकास

प्रा० ए० - आगे वृत्तीय

पाठ्यक्रम आर्बिटन
Page A

{ वृत्त पाठ्य प्रोग्राम
विशेष इत्यादि }

१. संक्षेप

वृत्तीय, चतुर्थी, और पंचम संग
संदर्भ सहित व्याख्या, आलोचनात्मक प्रश्नों का तैयारी

२. गद्य प्रवाह

श्रीमती महादेवी वर्मा, लोणचट्टः जीवनी और काल, श्री रामनरेश
प्रिया, अलोपदीन, इत्यादि: मगर जाँच-खा, बूढ़ी काका

संदर्भ सहित व्याख्या और आलोचनात्मक प्रश्नों का तैयारी

'संक्षेप' और 'गद्य प्रवाह' से संबंधित लघु-उत्तरांश प्रश्नों के उत्तर

३. हिन्दी साहित्य का इतिहास

गोरे, निबंध, आत्मकथा तथा जीवनी का उद्भव तथा
विकास, वर्तमान प्रश्नों का तैयारी

Page B

१. निबंध लेखन

साहित्यिक और सामाजिक विषयों से संबंधित निबंधों का तैयारी

२. समीक्षा सिद्धांत

क) महाकाव्य, खण्डकाव्य तथा गीति काव्य की परिभाषा एवं
विशेषताएं

(ख) संस्मरण तथा जीवनी का स्वरूप और तत्वों का सामान्य परिचय

३. दर्श और अलंकार

(क) श्लेष, वक्रोक्ति, उपमा, रूपक, अतिशयोक्ति अलंकारों के

उदाहरण तथा लक्षण

(ख) दोहा, शेरछा, चौपाई, रोला, कुण्डलिया, सवैया, द्रुत विलंबित छंदों के लक्ष-
उदाहरण

4. भाषा और उसका स्त्रीय

(क) तार/निमज्जन पत्र, विनोद/विज्ञापन का
कारना

(ख) देवनागरी स्त्रीय: विकास, गुणदोष सुधार के उपाय

बो. ०८० - भाग तृतीय
पाठ्यक्रम आवंटन

{ नाम १० वर्षीय
इकाई तृतीय }

विषय A

1. श्रमरथा

पष्ठ और अंतिम संगी, तथा प्रथम से लेकर सभी संगी का
दोहराई।
संदर्भ सहित व्याख्या, आलोचनात्मक एवं लघु-उत्तरांश प्रश्नों की तैयारी

2. गद्य प्रवाह

वारसा की डायरी तथा निर्वासन और नीलकण्ठी निबंधों के अर्थ
के साथ ही इसके पूर्वी सम्पूर्ण निबंधों की तैयारी (दोहराई)
संदर्भ सहित व्याख्या एवं आलोचनात्मक प्रश्नों की दोहराई
लघु-उत्तरांश प्रश्नों की तैयारी

3. हिन्दी साहित्य का इतिहास

संस्मरण और रेखाचित्र का उद्भव तथा विकास
पूर्व की विधाओं की दोहराई एवं वस्तुनिष्ठ प्रश्नों की
तैयारी

विषय B

1. निबंध लेखन

साहित्यिक और सामाजिक विषयों से संबंधित निबंधों का
दोहराई।

2. संमेलन सिद्धांत

(क) काव्य, महाकाव्य, ~~का~~ खण्डकाव्य तथा गीतिकाव्य की दोहराई

(ख) आत्मकथा का स्वरूप और तत्वों की व्याख्या के साथ-साथ सम्पूर्ण (आकृष्ट
क्रम में निर्धारित) विधाओं की दोहराई।

3. दृष्टि और अलंकार

(क) चरितगतिका, उपेन्द्रब्रज तथा इन्द्रिका ~~अलंकारों~~ ^{दृष्टि} की उद्भव
और लक्षण के साथ श्रेष्ठ पाठ्यक्रम में निर्धारित अलंकारों की
दोहराई।

(ख) विशेषज्ञता, उत्प्रेक्षा एवं प्रतीप अलंकारों के लक्षण एवं उदाहरण तथा
अलंकारों की दोहराई।

40 भाषा और उसके प्रयोग
दोहराई

Paper Code: BCA – 17

Paper Title: EDP

UNIT -1

Project Formulation: Need, scope and approaches for project formulation; Structure of project report; study and analysis of sample project report; preparation of project report; Techno- economic Feasibility of the project. Finance and Accounting: Working capital assessment, its management and exercise thereon; assessment of fixed capital and exercise thereon

UNIT – 2

Capital budgeting; product costing and cost consciousness. Financial ratios and their significance; Break-even analysis; Credit institution and financing procedures; books of accounts, financial statements and fund flow analysis. Managing the Enterprise: Resources management – Men, material, money and machines; Personnel management, Office management.

UNIT – 3

Rules & regulations: Licensing and registration procedure; Appreciation of important provisions of factory act , shops and commercial establishment act; sales of goods, Partnership act; Contract act ; Income tax sales tax and exercise rules; Insurance.

Paper code: BCA – 18

Paper title: Data Communications and Networks

UNIT -1

Introduction : Network definition , Network hardware and software , Network topologies , uses of Computer Networks , OSI reference model, TCP/IP , Reference model, comparison of OSI and TCP/IP reference model.

Physical Layer: Transmission media, switching, ISDN & its services. Multiplexing ,Modems.

UNIT -2

Data link layer: Design issue, error detection and correction codes, elementary data Link Protocols, static and dynamic channel allocation, introduction to IEEE standards, Sliding window protocol.

Network layer: Design issues, Routing algorithms, Shortest Path routing, Flooding, Broadcast and Multicast Routing, Congestion control & internetworking.

UNIT -3

Application Layer: Network Security and Privacy, Data compression and Cryptography, E- mail, The WWW, Multimedia, Audio, Video, Remote Login, File transfer.

UNITIZATION

PAPER CODE: BCA – 19

COMPUTER TITLE: COMPUTER GRAPHICS & MULTIMEDIA APPLICATIONS

NUMBER OF LECTURES: 100

1st TERM

1. Computer graphics:

A survey of computer graphics: Computer aided design, presentation graphics, computer art, Entertainment, education & training, visualization, graphical user Interfaces.

4. Developing computer graphics using c: input-output primitives setting

Character & text attributes, changing line styles, using fill styles to fill Images. Use the above primitives to develop programs like drawing concentric Circle, ellipses, sine curves, histograms, pie charts & human face.

2nd TERM

2. Overview of graphics system:

Video display devices, raster scan system, random scan system.

Graphics monitors & workstations, input devices, hard-copy devices, Graphics software.

3. Studying the features & developing computer graphics, using

Standard graphics package like auto cad & paint brush.

3rd TERM

5. Multimedia application: Multimedia in use introducing multimedia, what is multimedia? Using Multimedia.

6. Technology: System components, multimedia platforms, development tool, image,

Audio, video, storage for multimedia, communications.

7. Applications: Multimedia in real world, training & education, image processing.

Studying features and use of multimedia image processing authoring

Tools like Photoshop, macromedia director.

UNITIZATION

PAPER CODE: BCA-20

PAPER TITLE: INTERNET PROGRAMMING

THEORY MARKS: 90

NO. OF LECTURES: 100

1st Term

1. HTML: introduction to HTML, building blocks of HTML, lists, links, images, tables, frames, layers, forms , introduction to cascading style sheets(CSS), defining and applying CSS.
2. Java script: Features, tokens, data types, variables, operations, control structs, strings, arrays, functions, core language objects, client side objects, event handling, and application related to client-side form validation.
3. Fundamentals of java: java v/s C++, byte code, java virtual machine, constants, variables, data types, operators, expressions, control structures, defining class, creating objects, accessing class members, constructors, method overloading.

2nd Term

4. Inheritance: basics, member access, using super to call super class constructors, creating a multilevel hierarchy, method overriding, dynamic method dispatch, using abstract classes, using final.
5. Packages and interfaces : defining a package, understanding CLASSPATH, access protection: importing packages, interfaces, defining an interface, implementing: interfaces, applying interfaces, variables in interfaces.
6. Exception handling: fundamentals, exception types, using Try and Catch, multiple Try and Catch clauses, nested Try statements, built in exceptions.
7. Multithreaded programming: the java thread model, thread priorities, synchronizations, messaging. The thread class and runnable interface, the main thread: creating a thread, implementing runnable extending thread, creating multiple threads, thread priorities, synchronizations: methods, statements, inter thread communication, deadlock, suspending, resuming and stopping threads.

3rd Term

8. I/O Applets: I/O basics:streams, the predefined streams, reading console I/P, writing console O/P.The print writer class, reading and writing files, applet fundamentals, using AWT controls, layout managers and menus, string handling and event handling.

Students Questionnaires

Format No.1

College A.S.College for Women, Khanna

Students Feedback on Courses

Name:--

Year:--

Please rate the courses on the following attributes using the 10 point scale shown

10	9	8	7	6	5	4	3	2	1
----	---	---	---	---	---	---	---	---	---



Very Good



Very Poor

Courses		01	02	03	04	05
1	Learning value (in terms of skills, concepts, knowledge, analytical abilities, or broadening perspective.					
2	Applicability/relevance to real life situations					
3	Depth of the course content					
4	Extent of coverage of course					
5	Clarity and relevance of reading material					
6	Extent of effort required by students					
7	Relevance/learning value of projects/report					
8	Overall rating					

Format No.2

College A.S.College for Women, Khanna

Students Feedback on Teachers

Name:--

Year:--

Please rate the courses on the following attributes using the 10 point scale shown

10	9	8	7	6	5	4	3	2	1
----	---	---	---	---	---	---	---	---	---

↓

Very Good

↓

Very Poor

Name of the Teacher ----- Attributes	Ms	Ms	Ms	Ms	Ms
1 Communication Skill (in terms of articulation and comprehensibility)					
2 Interest generated by the teacher					
3 Ability to integrate course material with environment/other issues to provide a broaden perspective					
4 Ability to integrate across the courses / draw upon other courses					
5 Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate outside class discussion)					
6 Ability to design quizzes/examinations/ assignments/projects to test under standing of the course					
7 Provision of sufficient timely feedback					
8 Knowledge base of the teacher (as perceived by you)					
9 Sincerity / Commitment of the teacher					
10 Overall rating					

College A.S.College for Women, Khanna

Format No.3

Students ' course and Teaching Evaluation
(To be filled only after Results are out)

Name of the Student:

Course :

Teacher :

Year :

Your responses will be seen only after your results have been finalised and recorded.

The information will be used only for the improvement of the course and teaching in the future.

You need not disclose your name if you do not wish to.

You may tick off more than one answer to a question to the extent that it does not invalidate your response.

- 1 The syllabus was

a) challenging	b) adequate
c) inadequate	d) dull
- 2 Your background for benefiting from the course was

a) more than adequate	b) adequate
c) inadequate	
- 3 Was the course conceptually difficult to understand?

a) easy	b) manageable
c) difficult	d) very difficult
- 4 How much of the syllabus was taught in class?

a) 90 to 100%	b) 75 to 90%
c) 50 to 75%	d) less than 50%
- 5 What is your opinion about the library holdings for the course?

a) excellent	b) adequate
c) inadequate	d) very poor
- 6 Were you able to get the prescribed readings?

a) easily	b) with difficulty
c) not at all	
- 7 How well did the teacher prepare for class?

a) thoroughly	b) well
b) poorly	d) indifferently
e) not to all	
- 8 How well was the teacher able to communicate?

a) effectively	b) invariably
c) passably	d) badly

College A.S.College for Women, Khanna

Format No.3

~~Students' course and Teaching Evaluation~~

(To be filled only after Results are out)

Name of the Student:

Course :

Teacher :

Year :

Your responses will be seen only after your results have been finalised and recorded.

The information will be used only for the improvement of the course and teaching in the future.

You need not disclose your name if you do not wish to.**You may tick off more than one answer to a question to the extent that it does not invalidate your response.**

- 1 The syllabus was

a) challenging	b) adequate
c) inadequate	d) dull
- 2 Your background for benefiting from the course was

a) more than adequate	b) adequate
c) inadequate	
- 3 Was the course conceptually difficult to understand?

a) easy	b) manageable
c) difficult	d) very difficult
- 4 How much of the syllabus was taught in class?

a) 90 to 100%	b) 75 to 90%
c) 50 to 75%	d) less than 50%
- 5 What is your opinion about the library holdings for the course?

a) excellent	b) adequate
c) inadequate	d) very poor
- 6 Were you able to get the prescribed readings?

a) easily	b) with difficulty
c) not at all	
- 7 How well did the teacher prepare for class?

a) thoroughly	b) well
b) poorly	d) indifferently
e) not at all	
- 8 How well was the teacher able to communicate?

a) effectively	b) invariably
c) passably	d) badly

Format No. 4**College XYZ****Students' Programme Evaluation**

(To be filled in only after final results are out)

Department :

Year :

Programme :

Your responses will be seen only after your final results have been finalised and recorded. The information will be used only to improve the programme and provisions.

You may or may not reveal your identity

1. Before undertaking the programme did you get a prospectus giving details of

a) courses available	b) admission rules
c) completion requirements	d) fee and refund structure
e) support services and training available	f) financial aid
2. What determined your choice of the subject?

a) interest in the subject	b) past scores in the subject
c) influence of parents/friends/teachers	d) ease of getting admission
e) ease of passing	f) reputation of the department/ teachers
g) ease of getting admission to	h) ease of getting a job after completion of higher studies
j) availability of scholarship/stipend	k) others, (specify)
3. Was your background to undertake the programme

a) adequate	b) inadequate
c) more than adequate	
4. The choice of courses offered was

a) satisfactory	b) unsatisfactory
c) not available	

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5. In case no optional courses were available, would you have liked to have some?
 - a) yes
 - b) no
 - c) Worth trying
6. What do you think should be the ratio of optional courses to the total number of courses?
 - a) 100%
 - b) 75%
 - c) 50%
 - d) 25%
7. Was it possible to take a course in other departments?
 - a) yes
 - b) no
8. If, yes did you benefit from the interdisciplinary study?
 - a) yes
 - b) no
9. If not, would you have liked to do interdisciplinary work?
 - a) yes
 - b) no
10. For how many courses did you have (give numbers)
 - a) project work
 - b) practical work
 - c) team projects
 - d) field work
11. Did any of this help
 - a) to make classwork more relevant and understandable
 - b) to make classwork more and
 - c) to build team spirit
 - d) to promote independent study skills
12. Was the practical/studio/workshop component of your courses sequenced integrally with theory classes?
 - a) yes
 - b) no
13. Were the laboratories /studios/workshops adequately equipped and properly maintained?
 - a) yes, fully
 - b) yes, partly
 - c) no

14. Were you provided training in library use?
 - a) yes
 - b) no
15. What is your opinion of the library holdings for your subject?
 - a) excellent
 - b) adequate
 - c) inadequate
 - d) very poor
16. Were you able to get the prescribed readings?
 - a) easily
 - b) with difficulty
 - c) not at all
17. Were you provided with training in computer use?
 - a) yes
 - b) no
18. How educative was your mid course placement?
 - a) very relevant
 - b) moderately relevant
 - c) irrelevant
 - d) irrelevant but interesting
19. Were you visited on placement by the departmental faculty and was feedback provided?
 - a) yes, feedback given
 - b) yes, feedback not given
 - c) no, feedback was sent
 - d) no, feedback not given
20. The internal evaluation system as it exists is
 - a) desirable
 - b) undesirable
21. In your opinion, how much of the total weightage of a course should the internal assessment account for?
 - a) 100%
 - b) 75%
 - c) 50%
 - d) 25%
 - e) less than 25%
22. If no weightage was given to sessional work, do you think your grades would have been
 - a) better
 - b) poorer
 - c) about the same

23. Is the internal assessment system conducive to
- | | |
|------------------------------------|---------------------------------|
| a) regular work | b) understanding the course |
| c) early discovery of difficulties | d) interaction with the teacher |
24. The internal assessment system operated
- | | |
|-------------------------------|--------------------------------|
| a) fairly in how many courses | b) unfairly in how many course |
|-------------------------------|--------------------------------|
25. The internal assessment was done
- | | |
|--|-------------------------------------|
| a) regularly in how many courses? | b) haphazardly in how many courses? |
| c) only at term end in how many courses? | |
26. Were your written assignments returned on time?
- | | |
|--------|-------|
| a) yes | b) no |
|--------|-------|
27. Were they returned with helpful comments?
- | | |
|--------|-------|
| a) yes | b) no |
|--------|-------|
28. Did the department have provision to take care of grievances?
- | | |
|--------|-------|
| a) yes | b) no |
|--------|-------|
29. How many teachers taught you during the full duration of the programme?
(give total number)
30. If you had to grade your teachers on the seven point scale (highest O-A-B-C-D-E-F lowest) to how many would you assign the following grades? (Give number of teachers against each grade)
- | | | |
|------|------|------|
| a) O | b) A | c) B |
| d) C | | |
| e) D | f) E | g) F |
31. How many teachers prepared their lectures (give numbers)
- | | |
|---------------|------------------|
| a) thoroughly | b) well |
| c) poorly | d) indifferently |
| e) not at all | |

32. How many teachers were able to communicate (give numbers)
- | | |
|----------------|---------------|
| a) effectively | b) invariably |
| c) passably | d) badly |
33. How many teachers encouraged students to participate in the class? (give numbers)
- | | |
|---------------------------------|---------------------------------|
| a) through question answers | b) through discussion |
| c) through course related games | d) through inviting suggestions |
34. You would like your teachers to be (rank the qualities according to your preference, omitting the ones that do not apply)
- | | |
|----------------|---------------|
| a) scholarly | b) oratorical |
| c) open minded | d) casual |
| e) fair | f) aloof |
| g) polite | h) strict |
| i) painstaking | j) friendly |
| k) lenient | l) articulate |
35. If you wish you may name the teacher you liked best for the qualities you ranked the highest in question 34.
36. At the end of the programme of study you came out
- | | |
|--|--|
| a) the same as before | b) better informed and skilled |
| c) less enthusiastic for further study | d) more enthusiastic for further study |
37. When you meet students who have taken a similar programme at other institutions do you feel
- | | |
|-------------|-------------|
| a) inferior | b) superior |
| c) equal | |
38. How do you rate the student-teacher relationship in the institution as a whole?
- | | |
|-----------------|-------------------|
| a) very good | b) good |
| c) satisfactory | d) unsatisfactory |
| e) very poor | |
39. How do you rate the student-teacher relationship in your department?
- | | |
|-----------------|-------------------|
| a) very good | b) good |
| c) satisfactory | d) unsatisfactory |
| e) very poor | |

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40. How do you find the institution's administrative offices?
- a) very helpful
 - b) helpful
 - c) indifferent
 - d) unhelpful
 - e) cumbersome
41. Are you satisfied with the hostel facilities?
- a) yes
 - b) no
 - c) not affected
42. How do you find the transport facility of the institution?
- a) adequate
 - b) inadequate
 - c) regular
 - d) unreliable
43. How do you rate the health care facilities?
- a) good
 - b) bad
 - c) good but inadequate
44. Did you participate in any of the extra curricular activities of the department/institution?
- a) rarely
 - b) often
 - c) never
 - d) sometimes
45. What was the attitude of teachers to extra curricular activities?
- a) co-operative
 - b) encouraging
 - c) indifferent
 - d) hostile
 - e) cynical
 - f) enthusiastic
46. What was your relationship with the Students' Union?
- a) member
 - b) office bearer
 - c) voter
47. Was the Students' Union representative of the student community?
- a) yes
 - b) no
 - c) largely
 - d) marginally
48. Has your time at the institution been intellectually enriching?
- a) yes
 - b) no
 - c) marginally

49. Have you made any friendships which you expect will last long?

- a) some
- b) none
- c) many
- d) a few

50. After leaving the institution how will you talk about it?

- a) proudly
- b) disparagingly
- c) indifferently
- d) humorously
- e) try to forget it

Format No. 5**College XYZ**

Overall Rating of Programme by Students

(To be returned by them after the final examination results)

Name :

Programme :

Department :

Years : from to

Item	Very good	Good	Average	Poor	Very poor
1 Academic content					
2 Usefulness of teaching materials					
3 Usefulness of study-groups in furthering learning					
4 Timeliness of practical work					
5 Educative value of mid-programme placement					
6 Giving and getting helpful feedback					
7 Fairness of evaluation					
8 Interaction with faculty					
9 Interaction with administration					
10 Library facilities					
11 Computer facilities					
12 Hostel facilities					
13 Recreational facilities					
14 Extra-curricular activities					
15 Sports facilities					

Signature :

Date :

Format No. 6

College XYZ

Exit Questionnaire for Graduating Students

(In the last week of classes, before the examination)

Name :

Year of joining :

Department :

Your response to the questionnaire will not be opened until your grades have been finalised and handed in to the examination office.

1. What do you plan to do after completion of the programme?
2. Which courses were the most valuable? Why?
3. Which courses were least useful? Why?
4. Whom do you consider to be the best teachers?
5. What important topics were not covered by the courses?
6. Was the advice received from your adviser helpful? Was it timely?
7. What other comments do you have about your experiences in the department?
8. In what ways has your personality changed as a result of being enrolled in the department?
9. Were your expectations from the department adequately satisfied?
10. Have you made any friendships in the department which you expect to be lasting?
11. Would you like to keep in touch with the department after you leave it? No
12. In what matters did you interact with the administration of the institution? What was your experience during those interactions?
13. Were you provided help and training in the use of library and computer services? Was the training useful?
14. What are your comments on the social atmosphere (a) at the institution? (b) In your department?
15. What sports and extra curricular activities did you participate in? With what satisfaction?
16. Will you join the Alumni Association?
17. How do you think you can help XYZ to improve?

Date :

Signature :

- 9 Did the teacher encourage student participation in class?
a) yes
b) attempted
c) no
- 10 If yes, which of the following methods were used?
a) encouraged questions
b) discussion in class
c) discussion outside class
- 11 How helpful was the teacher in advising?
a) helpful
b) unhelpful
c) sometimes helpful
d) sometimes unhelpful
- 12 Was the teacher
a) courteous
b) rude
c) indifferent
- 13 Did the internal assessment work
a) fairly
b) regularly
c) helpfully
- 14 What effect do you think the internal assessment will have on your course grade?
a) improve it
b) lower it
c) no effect
- 15 How did the teacher provide feedback on your performance?
a) regularly/irregularly
b) in time/late
c) with helpful comments/without comments
- 16 Were your assignments discussed with you?
a) yes, fully
b) yes, partly
c) no
- 17 Were you provided with a course and lecture outline at the beginning?
a) yes
b) no
- 18 Was it helpful?
a) yes
b) no
- 19 Was it followed?
a) yes
b) no
- 20 If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.