

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year

2011-2012

I. Details of the Institution

1.1 Name of the Institution

Anglo Sanskrit College for Women

1.2 Address Line 1

Amloh Road, Khanna

Address Line 2

-

City/Town

Khanna, Distt. Ludhiana

State

Punjab

Pin Code

141401

Institution e-mail address

ascollegeforwomen@gmail.com

Contact Nos.

01628-220570

Name of the Head of the Institution:

Dr. Meenu Sharma

Tel. No. with STD Code:

01628-220470

Mobile: +9198722-07005

Name of the IQAC Co-ordinator: Dr. Karuna Arora

Mobile: 94635-66064

IQAC e-mail address: ascw.naac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) PBCOGN12045

OR

1.4 NAAC Executive Committee No. & Date: EC/35/001 dated February 28, 2005
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.ascwkhanna.com

Web-link of the AQAR: www.ascwkhanna.com/downloads/aqar/2011-12

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC: DD/MM/YYYY 01-08-2005

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

- AQAR 2005-06 submitted to NAAC on 29/06/2006
- AQAR 2006-07 submitted to NAAC on 20/10/2007
- AQAR 2007-08 submitted to NAAC on 07/04/2009
- AQAR 2008-09 submitted to NAAC on 27/02/2010
- AQAR 2009-10 submitted to NAAC on 02/02/2015
& re submitted to NAAC on 04/02/2015
- AQAR 2010-2011 submitted to NAAC on 04/02/2015

1.9 Institutional Status

University N.A. State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☐

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

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

1.10 Type of Faculty/Programme

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

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

Others (Specify) . Computer Science and Application

1.11 Name of the Affiliating University (*for the Colleges*)

Panjab University, Chandigarh

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

Autonomy by State/Central Govt. / University N.A.

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

06

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Nominees from Employers/ Industrialists

02

2.8 No. of other External Experts

01

2.9 Total No. of members

21

2.10 No. of IQAC meetings held

09

2.11 No. of meetings with various stakeholders:

No.

07

Faculty

03

Non-Teaching Staff/Students

02

Alumni

Others

02

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

√

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

04

International

National

State

Institution Level

04

(ii) Themes

1. An Extension Lecture on "Career Counselling and Guidance".
2. An Extension Lecture on "Career Counselling and Guidance".
3. A Lecture on "Career Counselling and Guidance"
4. A Lecture on "Changing Realms of International Politics".

2.14 Significant Activities and contributions made by IQAC

- Under the guidance of IQAC a number of activities were organized like Formation of Central Association, Hawan Yajna and Award of Certificates, Talent Hunt and Teej Festival ,Basant Utsav, Lohri Celebrations, Sports Day were organised and also other Departmental Activities Teacher's Day, Movie Show by English Department, Calligraphy Competition, Paper Reading Contest, Movie Show by Punjabi Department , Quiz Contest by Commerce Department, Competition of Various Art and Craft Items, Net Based Test conducted , Power Point Presentation on Gandhi Philosophy, Power Point Presentation on Information Technology and its Aspects, Essay Writing Contest by Reader's Club, Art Exhibition by Fine Arts
- A total of 05 Educational Tours or Visits were organized under the Guidance of IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Completion of Multi Purpose Hall in Sports Ground, Completion of New Stadium. 2. Addition of new classrooms. 3. Beautification of the College Campus. 4. Extra classes for the weak students and special coaching for meritorious students. 5. To organize seminars and workshops. 6. Additions of more books in the library. 7. Construction of Conference Hall. 8. New moped stand for Students 9. Renovation of Auditorium. 10. Installation of more water coolers.	1. A Stadium has been constructed in the College Sports Ground and Multipurpose Hall is under construction. 2. One Medical Room is Constructed 3. Beautification of the College Campus is going on. 4. Extra classes for the weak students and special coaching for meritorious students has been done regularly. 5. Seminar and workshop have been organized. 6. In Session 2011-12 1578 Text Books, 43 Reference Books and 07 Journals/Periodicals are added in library and 78 Journals/periodicals were renewed. 7. Construction of Conference Hall is in full swing.

* Academic Calendar of the year enclosed as Annexure- I

2.15 Whether the AQAR was placed in statutory body Yes ☐ No ☒
 Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

N.A.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

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

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

18 Elective Subjects, 25 Subject Combinations.

PG Diploma: 01, UG: 04, PG: 02.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	-
Annual	13

1.3 Feedback from stakeholders*

(On all aspects)

Alumni ☒ Parents ☒ Employers ☐ Students ☒

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

The College gives a special attention to the feedback from stakeholders on teachers and students programme evaluation. Students are asked to give their views on the quality of education, the interaction between the teachers and the students, Infrastructural provisions, curriculum and co-curricular activities conducted at the Institute. The Students feedback brings into light the harmonious relations between the teachers and the students. Students were completely satisfied with the honest working of the teachers, who acted as personal mentors also. Infrastructural facilities were more than satisfactory. Infact they were elated to be a pass out of this well-known Institute.

*Certificate from Principal enclosed as Annexure-II

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

Semester System was introduced in M.A. (Hindi)-I and M.A. (Economics)-I in 2011-12 and syllabus of these classes were revised by the Panjab University, Chandigarh.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	10	07	-	-

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
40	-	-	-	-	-	01	-	41	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

41

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	02	03
Presented papers	02	09	-
Resource Persons	-	-	-

Detail given in Annexure-III (i to ii)

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

- 04 Extension Lectures were organised by Career Counselling and Guidance Cell.
- 01 Industrial Visit was organised by Department of Home Science for ‘Vardhaman Spinning and General Mills’, Ludhiana.
- To Sensitize the Youth about contemporary issues, traditional methods are incorporated with ICT tools like Video Films and OHP slides.
- Power Point Presentations on contemporary topics by UG and PG Departments.

2.7 Total No. of actual teaching days during this academic year

187

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Results of both the House Examination are sent to the Parents by Post.
- Rechecking process is followed to give justice to students.
- Bar Coding is in practice.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

03

02

-

2.10 Average percentage of attendance of students

85.13%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	802	1.49	41.14	28.05	4.86	95.04
B.Com	185	-	29.13	37.83	8.10	92.71
BCA	61	11.47	68.85	9.83	-	95.65
PGDCA	11	18.18	54.54	-	-	72.72
B.Com III(Hons)	72	8.33	69.44	5.55	-	93.79
B.A(Hons.)	24	-	16.66	50.00	16.66	92.34
B.Sc(F.D)	06	50.00	50.00	-	-	100.00
M.A(Hindi)	50	-	0.46	0.42	0.20	100.00
M.A(Eco.)	27	-	0.37	0.44	-	100.00

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

- Before the beginning of the Session 2011-12, IQAC Cell prepared College Prospectus containing important information regarding the Subject Combinations, rules of Admissions, Fee Structure, Academic and Co-Academic Calendars and Achievements of Session 2010-11 and list of various committees. (Details of Co-Academic Calendar given in Annexure- IV).
- Time Table and Unitization of Syllabus is prepared in the beginning of the Session.
- Comparative Chart showing College Pass Percentage and University Pass Percentage for all classes is prepared and analysed.
- On the very first day of the Session, Principal held meeting with staff to discuss the results and strategy to be followed in future for further progress of students and Institute.
- Teachers are encouraged to use ICT in teaching-learning process.
- Checking of the result records of teachers by Management and the Principal.
- Direct Interaction between IQAC members and the Principal.
- The Internal Assessment is calculated on the basis of rules and regulations prescribed by the Panjab University, Chandigarh.
- Encourages Anti-Ragging Environment.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	05
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	02	-	02
Technical Staff	03	-	-	03

Criterion – III

3. Research, Consultancy and Extension

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

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

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	01	04
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications: Non-availability of data

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N.A.

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

*(Detail given in Annexure V)

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

NSS, NCC and Red Cross Society Activities :

- 7 Days' Day Camp from 01-10-2011 to 07-10-2011 by NSS Unit
- Van Mahotsav by NSS Unit on 10-08-2011
- Blood Donation Camp by NCC, NSS and Red Cross Society on 18-01-2012.
- Lectures on Adult Education, Sanitation, Women Education, awareness about Govt. Medical facilities during NSS Camp
- Participation in Independence Day organised by Local Administration Khanna.
- Annual Training Camp was attended by NCC Cadet at J.N.V Longowal from 06-06-2011 to 15-06-2011.
- 03 Students attended the NCC Camp at Patiala from 26-06-2011 to 05-07-2011.
- 24 NCC Cadets attended Annual Training Camp at Akal Academy Cheema Sahib from 09-10-2011 to 18-10-2011.

Cultural Activities / Celebrations

- Havan Yajna and Award of Certificates was performed on 28-07- 2012.
- Talent Hunt and Teej Festival was celebrated on 12-08- 2011.
- Teachers Day was Celebrated on 05-09-2011.
- The Festival of Lohri was celebrated on 13-01-2012
- Basant Utsav was celebrated on 10-02-2012

Movie Shows

- 02 Movies were shown by English and Punjabi Departments.

Conferences/ Extension Lectures/Workshops/Presentations by Departments/Exhibitions

- An Extension Lecture on Career Counselling & Guidance Cell was delivered by Dr. Harpreet Singh (Director, A.S. Group of Institution) on 17-01-2012.
- An Extension Lecture on Career Counselling & Guidance Cell was delivered by Dr. Suresh Kumar from Govt. College, Ropar on 21-01-2012.
- An Extension Lecture on Career Counselling & Guidance Cell was delivered by Sh. Tarsem Bahia, Former Principal of A.S. College, Khanna on 24-01-2012.
- An Extension Lecture on Career Counselling & Guidance Cell was delivered by S.Kuldeep Singh (Associate Professor, Guru Nanak National College, Doraha) on 10-03-2012.
- A Calligraphy Competition was organised by English Department on 04-02-2012.
- Paper Reading Contest by Punjabi Department on 25-01-2012.
- Competitions organised by Home Science and Fashion Designing
- Quiz contest organised by Commerce Department on 08-02-2012
- Presentation on 'Mahatma Gandhi' by History Department on 06-02-2012.
- Essay Writing Contest organised by Reader's Club on 17-02-2012.
- Presentation on 'Information Technology and its Aspects' by Computer Department on 13-03-2012
- Annual Art Exhibition by Fine Arts Department on 10-03-2012

Trips and Industrial Visits

The college encourages and makes arrangement for students to visit different places every year. This year, some prominent trips are:-

- Commerce Department organized one day trip to Jalandhar, Science City and Wonderland on 10-11-2011.
- Post Graduate Department of Economics and Hindi organized a one day educational trip to Chandigarh on 19-02-2012.
- Department of Political Science, Public Administration and Sociology organised one day trip to Mansa Devi and Chandigarh on 19-02-2012.
- Home Science & Fashion Designing Department organized a visit to one of the most reputed Textile Industry named 'Vardhaman Spinning & General Mills' Ludhiana on 06-02-2012.
- Punjabi Department organized a one day educational trip to Virasat -E- Khalsa, Sri Anand Pur Sahib and Haveli (Rajpura) on 04-03-2012.

Detail is given in Annexure-VI (i to viii)

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.53 Acre	-	-	4.53 Acre
Class rooms	23	-	-	23
Laboratories	12	-	-	12
Seminar Halls	-	01	UGC/College	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	03	02	UGC/College	05
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 2,68,639/-	Rs.9,29,109/-	UGC/College	Rs.11,97,7481/-
Others	Rs.65,70,160.57/-	Rs.12,83,277/-	UGC/College	Rs.19,40,437.57/-

4.2 Computerization of administration and library

1. General and Account Offices are fully computerized.
2. Library has been equipped with 03 Computer Systems along with Internet facility for Staff and Students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21599	Rs. 32,32, 879/-	1578	Rs. 3,09,723/-	23177	Rs. 35,42,602/-
Reference Books	718	Rs. 4,38,385	43	Rs. 71,654/-	761	Rs. 5,10,039/-
e-Books	-----					
Journals/Periodicals	78	Rs. 82,015/-	07+ Renewal of existing 78 Journals/Per iodicals	Rs. 63,269	85	Rs. 1,45,284/-
e-Journals	-					
Digital Database	-	-	-	-	-	-
CD & Video	167	Rs.6,805/-	-	-	167	Rs.6,805/-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	47	04	-	-	05	01	03
Added	09	01	-	-	-	08	-	-
Total	69	48	04	-	-	13	01	03

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

- Internet Facility is made available to the Staff and Students in the Computer Lab.
- Crash Course in Computer Applications and Internet is available for the Students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.6,92,07/-
ii) Campus Infrastructure and facilities	Rs.6,93,620/-
iii) Equipments	Rs.14,960/-
iv) Others	Rs.3,47,08/-
Total :	Rs.8,12,495/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

To inform the students regarding Provision of Student Welfare Programmes like Scholarships given by the University, Government and by the college to SC/ST/OBC/Minority groups and to brilliant students, fee concessions, Book-Bank facility are published in College Prospectus, displayed on Notice-board and announced in Monday Morning Assembly. The institution makes it mandatory that all deserving students get the benefits. During 2011-12, 596 students were benefitted amounting to Rs. 20,45,621/-.

5.2 Efforts made by the institution for tracking the progression

- Two to four Class tests per month are given to the students by each staff member.
- 1st House Examination in September and 2nd House Examination in December are conducted by the Institution and soft copy of results is prepared and hard copy is mailed to their parents.
- Internal assessment is based on specific criteria.
- College pass percentage is compared with University pass percentage to analyse the performance of the students.
- Provision of Tutorial Groups for tracking the spiritual and aesthetic progression of the students (Detail of the Tutorial Groups with the Schedule is given in Annexure-VII(i to ii))

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1092	97	-	-

(b) No. of students outside the state

01

(c) No. of international students

-

No	%
-	-

Men

Women

No	%
1189	100%

Last Year						This Year				
General	SC	ST	OBC	Physically Challenged /Minority	Total	General	SC/ST	OBC	Physically Challenged/ Minority	Total
1063	114	-	30	Nil/101	1308	840	146	55	Nil/148	1189

Demand Ratio 1:1

Dropout % 4.04

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

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

No. of students beneficiaries

440

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Career Counselling and Guidance Cell of the college displays the information regarding Competitive Exams. like B.Ed, UGC-NET, Bank Recruitment (P.O and Clerk), Insurance, Railways, Civil Supply, Taxation, Civil Services Exams etc. So that the students can apply for these Exams. in time. Extension Lectures on Subject specialization, Soft skills, Interviews Skills are arranged.
- Committee for counselling the students at the time of admission is prepared which is headed by the Experienced Senior Faculty member who guides the students to opt particular stream according to their marks in Lower Exams and area of Interest.

An extension Lecture on Career Counselling & Guidance cell was delivered by Dr. Harpreet Singh (Director A.S. Group of Institutions) on 17-01-2012 where Principal Dr. Harpreet Singh gave useful thoughts & career options for the students.	Students from B.Com class attended the Lecture.	About 185 students were benefitted.
An Extension lecture was organized by Career Counselling & Guidance cell on 21-01-2012 for the students. Dr. Suresh imparted valueable tips to the students regarding Improving their Personality by adopting effective communication skill and told about different options and guidelines regarding career building.	Students from B.AIII class attended the Lecture.	About 150 students were benefitted
A lecture was organized by 'Career Counselling & Guidance Cell' for the students on 24-1-12. Sh. Tarsem Bahia , Former Principal of A.S. College, Khanna was invited on this occasion. Sh. Tarsem Bahia gave very valuable guidance to all the students. Various fields are open before them to chose for their better future. Four 'F factors :- Food, Fun, Fashion & Fitness were especially emphasized in terms of getting more job opportunities	Students from B.AIII, MA. Hindi, M.A. Economics and B.Com attended the lecture.	About 200 students were benefitted.

An Extention Lecture was held on 10-03-2012 by the Career Counselling & Guidance Cell on	Students of Political Science Dept. attended	About 200 students were
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the topic “Changing Realms of International Politics”. S.Kuldeep Singh (Associate Professor, Pol.Science Department Guru Nanak National College, Doraha) was the chief resource person of the day.	the Lecture	benefitted.
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No. of students benefitted

735

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

- Students Grievance Redressal Cell addresses to the Complaints of the Students.
- Lohri for Girls Students was celebrated in the Institution on 13-01-2012.

5.9 Students Activities

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

State/ University level

41

National level

-

International level

-

No. of students participated in cultural events

State/ University level

99

National level

-

International level

-

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

Sports: State/ University level

09

National level

-

International level

-

Cultural: State/ University level

12

National level

-

International level

-

*Detail is given in Annexure VIII(i to ii)

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	193	436121
Financial support from government	351	1404000
Financial support from other sources	52	205500
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Revised Guidelines of IQAC and su

-

h of AQAR

-

-

Page 18

Fairs	: State/ University level	National level	International level			
Exhibition:	State/ University level	-	National level	-	International level	-

5.12 No. of social initiatives undertaken by the students 06

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

- a) Allowance for the use of Mobile Phones by the Students coming from far away places.
- b) More Bus Routes for the Students coming from the Villages.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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

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

“Discipline, Determination and Devotion are our Prime Forte”.

6.2 Does the Institution has a management Information System

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

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

6.3.1 Curriculum Development

03 faculty members are the member of U.G Board of Studies in English, Sanskrit, Economics and 02 members are the part of the Faculty of the Languages.

6.3.2 Teaching and Learning

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

6.3.3 Examination and Evaluation

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

6.3.4 Research and Development :

The college encourages the teachers for research work. The college is already having 08 Ph.D teachers. Teachers are encouraged to attend Seminars/ Conferences/Workshops and submit proposals for projects. Eminent scholars / researchers are invited to deliver extension lectures for the benefits of students. During 2011-12, 02 faculty member completed Ph.D and also 03 faculty members completed M.Phil. 11 faculty members presented research paper at National/International/State Level and 06 research papers have been published in reputed Journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has well stocked library. During 2011-12, 1578 Text-Books worth Rs. 3,09,723, 43 Reference Books worth Rs. 71,654, 85 Journals worth Rs. 63,269 were purchased. Labs are regularly updated, General and account offices are computerized, Teachers are encouraged to teach with LCD Projectors and OHP projectors. A sum of Rs. 69,207 was spent on the maintenance and upgradation of Computer facility and Regular upgradation of infrastructure is done.

6.3.6 Human Resource Management

IQAC allocates subjects to the teaching staff according to their area of specialisation and experience. College Advisory Committee, Examination Committee, Library Committee etc. along with Dean Academics, Dean Co-academics and Dean Sports plan and implement the activities of the session. Evaluation of the teachers is done through Annual Confidential Report, additional increments, Self-appraisal report and API Proformas. A College has made 25 Different Committees for performing proper functionality of work.

Detail is given in Annexure IX (i to iii)

6.3.7 Faculty and Staff recruitment

The institution believes in selecting the right people for giving them right learning opportunities. Regular appointments are made strictly according to the laid down norms and procedures. External experts are also sometimes invited to select contractual/Adhoc teachers qualification of the staff is given preference. The college has the following staff: **Teaching faculty**- 58

Permanent faculty -17 (Associate Prof. – 07, Assistant Prof. – 10)

Long Term/Short Term Contract faculty: 41

Non-Teaching Staff: 11

6.3.8 Industry Interaction / Collaboration

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

- Home Science & Fashion Designing Department organized a visit to one of the most reputed Textile Industry named 'Vardhaman Spinning & General Mills' Ludhiana on 06-02-2012.

6.3.9 Admission of Students

Admission is strictly as per the rules of affiliating universities; Regulation policy of the government is followed. Admission is on merit basis.

S.NO	Class	No. of Students
1	BA	825
2	BCom	197
3	BCA	64
4	B.Sc(F.D)	06
5	PGDCA	12
6	MA(Eco.)	32
7	MA(Hindi)	53
8	B.Com(Hons)	72
9	BA(Hons.)	24

6.4 Welfare schemes for

Teaching	06
Non teaching	08
Students	04

6.5 Total corpus fund generated

Rs.2,81,6250.95/-

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Principal & Management
Administrative	Yes	Chartered Accountant/ AG/Internal Audit	Yes	Management

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☐ No ☒

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

- Semester System in M.A.(Hindi)-I and M.A.(Economics)-I was introduced in 2011-12 by the Panjab University, Chandigarh.
- As per the amended rules for submission of Re-evaluation forms and the decided fee structure, all the students were informed about the amended rules.

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

N.A.

6.11 Activities and support from the Alumni Association

Twice a year, Alumni meets are organized where the old students of the college give feedback about the reliance and validity of their courses in the job market.

6.12 Activities and support from the Parent – Teacher Association

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

6.13 Development programmes for support staff

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

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

Carbon neutrality, Landscape garden, sapling plantation, CFLs are used, ACs attached to regulator.

Criterion – VII

7. Innovations and Best Practices

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

Following are the innovations introduced during this academic year:-

- Use of ICT for better Teaching-Learning process specifically using Interactive Board and Interactive Projector
- 04 BSNL Broad Band Connections
- Customized Softwares are being used by General office and Account Office.
- Remedial Classes for students weak in English, Economics and Maths.
- Group Insurance for staff and students
- Career Counselling and Guidance Cell, Student Grievance Redressal Cell

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

Plan of Action	Achievements
<ol style="list-style-type: none">1. Completion of Multi Purpose Hall in Sports Ground, Completion of New Stadium.2. Addition of new classrooms.3. Beautification of the College Campus.4. Extra classes for the weak students and special coaching for meritorious students.5. To organize seminars and workshops.6. Additions of more books in the library.7. Construction of Conference Hall.8. New moped stand for Students9. Renovation of Auditorium.10. Installation of more water coolers.	<ol style="list-style-type: none">1. A Stadium has been constructed in the College Sports Ground and Multipurpose Hall is under construction.2. One Medical Room is Constructed3. Beautification of the College Campus is going on.4. Extra classes for the weak students and special coaching for meritorious students has been done regularly.5. Seminar and workshop have been organized.6. In session 2011-2012 1578 Text Books, 43 Reference Books and 07 Journals/Periodicals are added in library and 78 Journals/Periodicals were renewed.7. Construction of Conference Hall is in full swing

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

Best Practice-I To Promote Sports Activities
Best Practice-II Blood Donation Camp

(Detail given in Annexure- X(i to ii))

7.4 Contribution to environmental awareness / protection

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

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strengths:-

- Highly qualified faculty having 07 Ph.D. and 06 M.Phil degrees.
- College pass percentage was much higher than university pass percentage in most of the courses.
- Construction of the Stadium in the college Sports Ground.
- Construction of Conference Hall in full swing.
- Imparting spiritual, Aesthetic values to the students.
- Internet facility to the students in the Computer lab.
- Commendable results in all disciplines.

Weaknesses:-

- Less use of ITC measures due to lack of financial resources.
- Rural Background, More psychological hammering to opt for practical subjects.
- Decreasing strength in Department of Sanskrit, because of Punjabi being Mother tongue.

Opportunities:-

- Perspectives for introducing more UG Courses and P.G. Diplomas.
- Introduction of more short term courses in the subject of Classical Dance.

Threats:-

- Increasing competition with nearby professional institutions.

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

Plan of Action

Academic Wise

1. Extra classes for the weak students and special coaching for meritorious students.
2. To organize Seminars & Workshops after getting grant from U.G.C New Delhi.
3. Reviving B.Sc. (Fashion Designing) w.e.f. session 2013-2014.
4. To start Add-on-courses in the subject of:-
 - a) Communication English
 - b) Yoga & Mental Health
 - c) Journalism

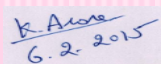
- d) Punjabi Language & Culture
- e) Bank Management Computer Based Accounting.
- f) Advertisement & Sales Management after receiving the grant from U.G.C. New Delhi which we have applied in UGC.
5. Introduction BS.c.(Non-Medical)
6. Introduction M.A (History)

Infra Structure Wise

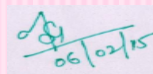
1. Completion of Multi Purpose Hall in Sports ground.
2. Completion of conference Hall in the college.
3. Beautification of the college campus.
4. Addition of more books and journals in the library.
5. Installation of more water coolers
6. Renovation of Auditorium
7. Purchase of new Furniture for Class Rooms.
8. Construction of Indoor Stadium in Sports ground after receiving the grant from UGC, New Delhi.
9. Addition of new classroom

Name : Dr. Karuna Arora

Name : Dr. Meenu Sharma



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

Abbreviations:

CAS - Career Advanced Scheme

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

Annexure I

COLLEGE CALENDAR FOR THE SESSION 2011-2012

Academic Calendar

Colleges open on and normal admission for ongoing classes	07-07-11 Thursday		
Admission Schedule			
a) Normal Admission for on going and new classes (except for those classes in which admission is through CET)	11-07-11 Monday	to	23-07-11 Saturday
b) Late admission (for on going and new classes) to be allowed by the principal of the Colleges with late fee of Rs. 500/- per student	25-07-11 Monday	to	06-08-11 Saturday
c) Teaching starts			
I. 07-07-11 Thursday			Counselling for students of on going classes
II. 11-07-11 Monday			For new admission classes
d) Late admission in the Colleges to be allowed by the Vice-Chancellor with late fee of Rs. 1800/- per student (*Common for on going and new admissions)	08-08-11 Monday	to	31-08-11 Wednesday
Academic Term-I	07-07-11 Thursday	to	01-10-11 Saturday
Autumn Break	3-10-2011 Monday	to	8-10-2011 Saturday
Academic Term-II			
Course re-opens	10-10-11 Monday	to	15-12-11 Thursday
Winter Break	16-12-11 Friday	to	01-01-12 Sunday
Academic term-III	02-01-12 Monday	to	16-03-12 Friday
Annual Practical Exams /Preparatory Holidays	17-03-12 Saturday	to	01-04-12 onwards Sunday
Annual Theory Examination	02-04-12 onwards Monday		

Annexure II



Office of the Principal

01628- 220570
220670

ANGLO SANSKRIT COLLEGE FOR WOMEN

Amloh Road, KHANNA Distt. Ludhiana (Punjab)

E-mail : ascw_khn2000@yahoo.co.in

Website : www.ascwkhanna.com

Ref. No.....

Date.....

Feedback from Stakeholders

The College gives a special attention to the feedback from stakeholders on teachers and students programme evaluation. Students are asked to give their views on the quality of education, the interaction between the teachers and the students, Infrastructural provisions, curriculum and co-curricular activities conducted at the Institute.

The Students feedback brings into light the harmonious relations between the teachers and the students. Students were completely satisfied with the honest working of the teachers, who acted as personal mentors also. Infrastructural facilities were more than satisfactory. Infact they were elated to be a pass out of this well-known Institute.

Principal

Anglo Sanskrit College for Women,

Amloh Road, Distt. Ludhiana
KHANNA

Annexure III (i)

ACHIEVEMENTS OF STAFF

For intellectual development and improvement in professional competence, college administrator and management inspired staff members to attend and participate various National and State level seminars and conferences. Some prominent achievements of staff are:-

Dr. Meenu Sharma, Principal:

Positions Held - Academic and Administrative

A. At Academic Institutions:-

1. Life Member of Indian Society of Industrial and Applied Mathematics
2. Life Member of Journal of National Academy of Mathematics, INDIA
3. Life Member of Association of Indian College Principals

B. At Government and others:-

1. Member of Academic Council of Panjab University Chandigarh w.e.f. Feb., 2009
2. Member of CRPC, Welfare Society, Khanna w.e.f. July 2011
3. Member of Global Police Station Visitor Week Committee.
4. Member of Sub Division Community Policing Center, Khanna
5. Member of Governing Body, A.S.College for Women, Khanna.
6. Member of A.S.High School Khanna Trust and Management Society, Khanna

- **Dr. Kusum Narula** Associate Professor from Deptt. of English has been elected member, Undergraduate Board of Studies in English P. U. Chandigarh for the term (01- 02-2011 to 31-01-2013). She has also been elected member of the Faculty of Languages Panjab University Chandigarh for the term of two years i.e.(01-02-2011 to 31-01-2013)
- **Dr. Karuna Arora** Associate Professor from Deptt. of Sanskrit has been elected member, Undergraduate Board of Studies in English Panjab University, Chandigarh for the term (01- 02-2011 to 31-01-2013). She presented a paper on the topic “Vedon Me Yagya Ka Mahatav” at VVRI Hoshiarpur(Regional Centre of Panjab University , Chd.)
- **Dr. Ramna Singla** Associate Professor from Department of Economics has been elected Member Undergraduate Board of Studies in Economics Panjab University Chandigarh for the term (01-02-2011 to 31-01-2013)
- **Ms. Sushma Singla** Associate Professor from Deptt. of Home Science, presented Pre-Submission Seminar of Ph.D. at Punjabi University Patiala on the topic” Role of Women in Family Finance Management in Urban Punjab” on 06-12-2011. She also Submitted her Ph.D. thesis to Punjabi University Patiala on 31-01-2012.
- **Dr. Prabhjeet Kaur** Associate Professor from Deptt. of Punjabi Dept. has been elected a Member Faculty of Languages Panjab University Chandigarh for the term of two years i.e.(01-02-2011 to 31-01-2013).
- **Ms. Monika Soni** Assistant Professor in the Deptt. of Political Science has presented many research papers in various seminars as at CGC, Landran with the title “IT, A Prudent Key To Success for Disabled”, at GNN college Doraha, with the title “Universality of Human Rights”, at R.K. Arya College , Nawanshehar with the title “Gandhi on Non Violence and Global Terrorism”, at GNN college Doraha on the topic “Political Corruption.” Her two Research Papers have been published one in Research Journal, The Legal Analyst with the title “Tiny Tots in the Reality World” and the other was published in the Research Journal with the topic “Universality of Human Rights”.
- **Ms. Rajni Chhabra** Assistant Professor in PG Department of Economics presented Pre-Submission Seminar of Ph.D. at Guru Nanak Dev University, Amritsar on the topic ‘Impact of W T O Regime on Indian Textile Industry’ in April, 2011. She also attended Panjab University sponsored seminar on ‘Integration of Technology in Teaching, Learning Process’ at A.S. College, Khanna on 05-03-12 and

Annexure III (ii)

presented Research paper on the Topic ‘Indian Banking Sector : A Comparative Study of Pre-Reform and Post- Reform Period’ at National Seminar held at Gobindgarh Public College, Alour. Ms. Rajni Chhabra also submitted Ph.D.Thesis to Guru Nanak Dev University, Amritsar on 07-09-2011. She presented paper at National Seminar held at Kamla Lohtia S.D. College, Ludhiana on the topic “Indian Banking Sector : A Comparative study of Pre-Reform and Post –Reform period. She presented paper at Inter National Conference held at Chandigarh Business Gharuan on 24th March 2012. She also attended a National Workshop on faculty development; A Quality Initiative at Gobindgarh Public College Alour on 17th March 2012.

- **Ms. Ranjit Kaur** Assistant Professor attended Orientation Course from 10th June 2011 to 7th July 2011 at Guru Nanak Dev University, Amritsar.
- **Dr. Chhinder Pal Kaur** Assistant Professor in Punjabi was awarded the degree in Ph.D. by Punjabi University Patiala. for her thesis on “Bartanvi Punjabi Novel Vich Aurat Marad Sabandhan Da Badalda Pripekha.”She has also presented her paper on the topic (Bartanvi Culture) at 39th Indian D.L.A National Conference, Punjabi University Patiala.
- **Ms. Sheilja Latawa** Assistant Professor in Sports Department was deputed as a Manager of Badminton Team participating in ‘All India Inter University Competition’ held at Udaypur from 13- 01-2012 to 17-01-2012.
- **Ms. Sujata** Assistant Professor in Economics Department presented her paper on the topic “Indian Higher Education :- Challenges and Policy Measures” in the seminar held at Khalsa College for Women , Sidhwan Khurd , Ludhiana on 25-02-2012.She presented a paper in National Conference on the topic ‘Inflation in India causes and policy measures’ held at Govt. College for Girls sector 11 Chd. on 09-02-2012. She presented paper at National Seminar held at Kamla Lohtia S.D. College, Ludhiana on the topic “Indian Banking Sector : A Comparative study of Pre-Reform and Post –Reform period on 28 to 29-02-2012.She presented a paper in National Seminar on the topic ‘Buddhism :A way to human rights and social equality held at S.G.G.S Khalsa College ,Mahilpur,Hoshiarpur on 01-03-2012.She also presented a paper in International Conference on topic ‘Indian Retail Industry: Growth performance and challenges at C.G.C,Mohali on 24-03-2012.She attended a National Workshop on ‘Faculty Development : A Quality Initiative at G.P.C Alour on 17-03-2012.
- **Ms. Nidhi Arora** Assistant Professor in Economics presented a paper on the topic “Causing, Consequences and Policy measure of Inflation in India held at Post Graduate Govt. College for Girls Sector 11, Chandigarh on 09-02-2011. She also attended a National Workshop on faculty development; A Quality Initiative at Gobindgarh Public College Alour on 17th March 2012.
- **Ms. Chandana Rajput** Assistant Professor in Home Science published a paper in the topic “Designing, making paper patterns and constructions of Casual one piece dressing using dart manipulation in a Book with ISSN-No. 0975-6795
- **Dr. Jyoti Sharma** Assistant Professor in Punjabi published a chapter in Book gazikph Gk;ak ;fjs ns/ ;ZfGnkuko dogD

Annexure IV

MAIN FUNCTIONS OF COLLEGE

Havan Yajna	28-7-2011 (Thursday)
Talent Search Function	Last Week of August
Sports Meet	2nd Week of Feb.
Convocation & Prize	
Distribution Function	1st Week of March
Farewell of B.A.-III.....	One day before the commencement of
B. Com/BCA-III & M.A. Part- II.....	Practical Exams.
Group Photos.....	Last Saturday of Jan.

DEPARTMENT/SUBJECT SOCIETY FUNCTIONS

Home Science & Fine Arts Competitions	:	2nd Week of August
Rangoli, Mehendi, Embroidery	:	Last Week of January
Soft Toy Making, Pot Painting	:	
Collage making, Still Life, Poster Making etc.		
Independence Day Celebrations	:	16th Aug. Tuesday
Vanmahautsav	:	2nd week of August
Hindi Divas	:	15th Sept. (Thursday)
Republic Day Celebrations	:	23rd Jan. (Monday)
Women's Day	:	8th March

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

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

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

Annexure V

N.C.C

The motto of National Cadet Corps is to maintain 'Unity and Discipline'. This unit is efficiently working in every field. Annual Training Camp of N.C.C. was held at J N V Longowal from 06-06-2011 to 15-06-2011. Seven Students of our college attended the camp with full zeal and enthusiasm. The second camp of N.C.C. was held at Patiala from 26-06-2011 to 05-07-2011 which was attended by our three students. They actively participated in all the activities of the camp and our S.U.O. (Senior Under Officer) Ms. Rajvir Kaur of B.A.II won Bronze Medal for maintaining discipline during the camp.

- 14 N.C.C. Cadets appeared in 'B' Certificate Exam., 2011 and 10 N.C.C. Cadets appeared in 'C' Certificate Exam., 2011 held at Patiala.
- 25 N.C.C Cadets of the college participated in N.C.C. parade at 'Independence Day' celebrated by Local Administration of Khanna, at Grain Market on 15-08-2011. They got participation award for performing their Parade well. Principal Dr. Meenu Sharma appreciated the efforts of the cadets and encouraged them to make better efforts in future.
- 24 N.C.C. Cadets of our college attended Annual Training Camp at Akal Academy, Cheema Sahib from 09-10-2011 to 18-10-2011. The Cadets participated in various activities of the camp like drill, line area, firing, map reading cultural activities etc. Seven N.C.C. Cadets of our college got Medals namely Sandeep Kaur B.A.II, Roll No. 587 (Kawishri), Amandeep Kaur B.A.II, Roll No. 597 (Kawishri), Jasveer Kaur B.A.II, Roll No. 549 (Kawishri), Ripandeep Kaur B.A.II, Roll No. 493 (Kawishri), Amritpal Kaur B.A.II, Roll No. 942 (Kawishri), Sandeep Kaur B.A.II, Roll No. 587 for Debate, Rajvir Kaur B.A.II, Roll No. 1010 for being Captain of the group.

Annexure VI (i)

HAVAN YAJNA & AWARD OF CERTIFICATES

To seek the blessings of the Almighty and to give a prosperous beginning to the new Academic Session 2011-2012, an auspicious & pious ceremony of Havan-Yajana was performed on 28-07-2011. Advocate Sh. Ashok Sharma (President, A.S. High School Trust and Managing Society), Sh. Dharampal Angrish (Vice-President), Advocate Sh. B.K. Batra (Gen. Secy.), Sh. Vikas Mehta (Secretary, A.S. College for Women), Sh. Rajiv Mehta (Secretary, A.S. College), Advocate S. Paramjit Singh (Member Management), Sh. Raj Kumar Sahnewalia, (Member Management), Sh. Ajay Sood (Member Management), S. Ranjeet Singh Heera, (Member Management), Madam Amar Joshi (Former Principal of our college), Sh. H.R. Joshi ji and many other guests were present on the occasion. Madam Principal Dr. Meenu Sharma gave a formal welcome to all the members of Managing Committee and guests present. College Principal along with Worthy office bearers of the Management, Respected members of Management, distinguished guests, members of staff and students joined the Havan Yajna with chanting of mantras and all prayed for the well being & prosperity of the students and the college. Advocate Sh. Ashok Sharma (President) along with all members of management and College Principal awarded Certificates to all the students who secured more than 70% marks in the examination held during the session 2011-2012. At the end of this pious ceremony the College Principal thanked all the members of Management and guests present for sparing their valuable time to bless the students and staff and 'Parsad' was distributed to one and all towards the end of Yajna.

EXTENSION LECTURES & DEPARTMENTAL ACTIVITIES

To enhance the personality and improve quality of teaching and learning and effective communication, the college organizes extension lectures, workshops and seminars from time to time inviting literary icons and legendary artists from various universities and organizations and also sends teachers and students to attend the same at various places

- An extension Lecture on **Career Counselling & Guidance cell** was delivered by **Dr. Harpreet Singh (Director A.S. Group of Institutions)** on 17-01-2012 at A.S. College for Women Khanna, Principal Dr. Meenu Sharma gave floral welcome to the guest of the day. Principal Dr. Harpreet gave useful thoughts & career options for the students of B.Com.I, II & III. The knowledge imparted by Dr. Harpreet Singh became a source of inspiration especially for the students to join Management & related courses after graduation. Dr. Naina Sharma (Incharge Career Counselling Cell) gave a vote of thanks in the end.
- Another Extension lecture was organized by **Career Counselling & Guidance cell** in the college auditorium on 21-01-2012 for all the students of B.A.III class. **Dr. Suresh Kumar from Govt.College Ropar** was the speaker on this occasion. Principal Dr.Meenu Sharma welcomed the speaker. Dr.Suresh imparted valueable tips to the students regarding Improving their Personality by adopting effective communication skill and told about different options and guidelines regarding career building.
- A lecture was organized by '**Career Counselling & Guidance Cell**' for the students in the college auditorium on 24-01-2012. **Sh. Tarsem Bahia , Former Principal of A.S. College, Khanna** was invited on this occasion. College Principal Dr. Meenu Sharma gave a floral welcome to the guest of the day. Sh. Tarsem Bahia gave very valuable guidance to all the students who are going to be graduates and Post- graduates. Various fields are open before them to chose for their better future. Four 'F factors :- Food, Fun, Fashion & Fitness were especially emphasized in terms of getting more job opportunities
- An **Extension Lecture** was held on 10-03-2012 by the **Career Counselling & Guidance Cell on the topic "Changing Realms of International Politics". S.Kuldeep Singh (Associate Professor, Political Science Department Guru Nanak National College, Doraha)** was the chief resource person of the day. In his lecture he informed the students about the changing moves and counter-moves of the players of the chess game of International politics and made the

Annexure VI (ii)

- students aware about the career opportunities available after doing post graduation and research in field of political science.
- The students of B.A.II were shown the movie 'The Guide' prescribed in their syllabus on 17-11-2011 in the Mini Hall by English Department. Madam Principal Dr. Meenu Sharma and all the teachers of English Department were present there. All the students enjoyed the movie a lot as it was very informative and knowledgeable.
- A Calligraphy Competition by English Dept. was organized in the Mini Hall on 04-02-2012 Madam Principal Dr. Meenu Sharma and all the teachers of English Department were present there. The result of the competition is as follows :-

1 st Position	Parul	Roll.No.920(B.A.III)
2 nd Position	Shipra Jain	Roll.No.918(B.A.III)
3 rd Position	Diksha Dheer	Roll.No.852(B.A.III)
	Mitali	Roll.No.917 (B.A.III)

- **Punjabi Department** of the College organized a Paper Reading Contest on 'Shri Guru Gobind Singh Ji & His Writings' in the college Auditorium on 25-01-2012 Madam Principal Dr. Meenu Sharma graced the occasion as the Chief Guest. Nine students participated in this contest. Sh. Jeet Singh Kainth, Dr. Kusum Bodh and Dr. Prabhjit Kaur played the role of judges on the occasion. Students presented their views on the life and writings of Shri Guru Gobind Singh Ji. Shipra Jain (B.A.III), Narinder Kaur (M.A.I Hindi) and Neha Rani (M.A.I Hindi) got 1st, 2nd and 3rd position respectively. Consolation prize was given to Sandeep Kaur (B.A.III).
 - A movie "Waris Shah" was shown by **Punjabi Department** on 15-02-2012. This movie is based on the life and writings of great Punjabi poet Waris Shah whose 'Kissa Heer' is prescribed in the syllabus of Punjabi Elective B.A.II. Madam Principal Dr. Meenu Sharma, Staff members of Punjabi Department and students of Punjabi Elective enjoyed this movie very much.
 - **Commerce Dept.** organised a Quiz Contest on 08-02-2012. Twelve students were selected through a written test and four teams were formed. Seven rounds were played
 - on Current affairs, G. K., Commerce, Bet round, Pass round, Rapid fire & Buzzer round.
- | | | |
|---------------|------------|-----------|
| Team A | Manisha | B.Com.III |
| | Neha | B.Com.II |
| | Yashpreet | B.Com.I |
| Team D | Inderpreet | B.Com.III |
| | Priyanka | B.Com.II |
| | Meenu | B.Com.I |
| Team C | Kriti | B.Com.III |
| | Mandeep | B.Com.II |
| | Kajal | B.Com.I |

Madam Principal gave the prizes to the winning teams and congratulated them.

- **Home Science & Fashion Designing Department** of the college organized a visit to one of the most reputed Textile Industry named 'Vardhaman Spinning & General Mills' Ludhiana on 06-02-2012. It was entirely an educational trip. The students were practically exposed to the various steps involved in the process of yarn manufacturing, the latest machinery used, techniques & other equipments used in making a yarn. They were also shown the dyeing process of the yarn. Ms.Sushma Singla, Ms.Harinder Kaur and Ms.Chandana accompanied the students.
- **Home Science & Fashion Designing Department** organized a competition of various Arts and Craft items like **Rangoli, Mehendi, Dasuti, Knitting, Crochet work, Bagh, Phulkari and Pakhi designing**. 40 students participated in these items. Dr.Kusum Narula, Dr. Prabhjeet Kaur and Sh.Yogeshwar Hans acted as judges. Madam Principal Dr. Meenu Sharma encouraged the students for their competitive spirit and praised their efforts. The result of these items is as given below:-

Annexure VI (iii)

<u>Rangoli</u>	1 st	Jaspreet Kaur (B.A.I)	Roll No.560
	2 nd	Priyanka 181(B.A.I)	Roll No.181
	3 rd	Sanyogita (B.A.I)	Roll No.24
<u>Mehandi</u>	1 st	Shivani (B.A.I)	Roll No.96
	2 nd	Kavita (B.A.II)	Roll No.564
	3 rd	Heena (B.A.III)	Roll No.989
<u>Crochet work</u>	1 st	Kiranjeeet Kaur (B.Sc.F.D.III)	Roll No.2301
		Reena (Consolation) B.A.II	Roll No.583
<u>Pakhi designing</u>	1 st	Narinder Kaur (B.A.II)	Roll No.559
	2 nd	Maninder (B.A.II)	Roll No.556
<u>Knitting</u>	1 st	Gurdeep Kaur(B.A.II)	Roll No.471
		Dimple(Consolation) (B.A.II)	Roll No.410
<u>Dasuti</u>		Kiranpreet Kaur(Consolation) (B.A.I)	Roll No.196

- A NET-based test was conducted by P.G. Department of Economics, Hindi & Commerce on 04-02-2012. The result of the NET based Test as follows:-

Hindi Department

1 st	Gagandeep Kaur	(2018)
	Gagandeep	(2013)
	Seema	(2017)
2 nd	Kamaljeet	(2008)
	Manisha	(2005)
	Aashima Dhir	(2004)
	Narinder Kaur	(1915)

Economics Department

1 st	Rajni	(2201)
2 nd	Kirti Vijan	(2203)
3 rd	Beant Kaur	(2103)
	Amandeep Kaur	(2204)

Commerce Department

1 st	Lubna Parveen	(1459)
	Neha Rani	(1409)
2 nd	Harleen Kaur	(1424)
	Jaswinder Kaur	(1414)
3 rd	Kirandeep Kaur	(1458)

- **History Department** of A.S. College for Women, Khanna manifested a power point presentation in the auditorium of the College Campus on 06-02-2012. This presentation was presided over by the College Principal Dr. Meenu Sharma. The subject of this presentation was Mahatma Gandhi. Dr. Harmeen gave her presentation on Gandhism. The value of Gandhian philosophy was highlighted in front of the students. Principal Dr. Meenu Sharma highly appreciated the efforts of Dr. Harmeen and other staff members of History Department and inspired the students to follow the path and teachings of Mahatma Gandhi ji in their life.
- **Computer Department:** A presentation on “Information Technology and its Aspects” using Multimedia Projector was organized by Computer Department of the college on 13-03-2012. The students of PGDCA gave their Power Point presentation on various topics. The event was presided over by Madam Principal Dr. Meenu Sharma. She motivated the students to be more hardworking and positive in facing the challenges of this competitive age.
- **Readers’ Club** of A.S. College for Women, Khanna organized an essay writing contest on 17-02-2012 under the guidance of Sh. J.S. Kainth (Librarian) 50 students participated in this contest. The writings were in Hindi, English and Punjabi language. Principal Dr. Meenu

Annexure VI(iv)

Sharma praised the efforts of the students and inspired them to work more efficiently. The result of the contest as follows:-

<u>English</u>	1 st	Harsimran Kaur(B.A.I)	Roll No.7
	2 nd	Lavleen Kaur(M.A.I Hindi)	Roll No.1926
	3 rd	Shipra Jain (B.A.III)	Roll No. 91
<u>Hindi</u>	1 st	Punchiry (M.A.I)	Roll No.1920
		Aashima Dhir (M.A.II)	Roll No.2004
	2 nd	Shivani Sharma (B.A.III)	Roll No. 866
<u>Punjabi</u>	3 rd	Priyanka Sharma (B.A.III)	Roll No.1013
		Rishu (Consolation) (B.A.II)	Roll No.599
	1 st	Sukhwinder Kaur (B.A.III)	Roll No.1038
	2 nd	Amandeep Kaur (B.A.II)	Roll No.487
	3 rd	Karamjeet Kaur (B.A.I)	Roll No. 50

- **Fine Arts Department:-**An Annual Art Exhibition was organized by Fine Arts Department on 10-03-2012. The inauguration ceremony of the show was performed by Madam Principal Dr.Meenu Sharma. All the paintings were thematic and message giving. Madam Principal appreciated the creative efforts of the students and the staff, Mr.Yogeshwar and Ms.Payal.

TALENT HUNT AND TEEJ FESTIVAL

To bring out the hidden Talent of the students the college organized Talent Hunt programme and to mark the advent of 'SAWAN' the college celebrated Teej, a festival of rainy season in the very first week of August. An ambience of Panjabiyat was generated displaying items of Punjabi culture and heritage. On 24-08-2011 Teej Festival was celebrated with great fervour in the college Campus. Worthy Madam Inder Jit Kaur Kang, SDM Khanna was the chief guest of the occasion. Members of the Management Advocate Sh.Ashok Sharma (President), Sh. Dharampal Angrish (Vice President), Advocate Sh. B.K. Batra (Gen.Secy.) Sh. Vikas Mehta (College Secretary) Advocate Sh. B.P.Dewett.(Secretary A .S.Modern School), Sh.Ajay Sood (Member Management), Advocate S.Paramjit Singh(Member Management), S.Ranjeet Singh Heera (Member Management), Dr.Harpreet Singh (Principal A.S. Group of Institutions), Sh.Apoorv Devgan (Principal A.S.Modern Sen.Sec. School,Khanna) and Former Principal Madam Amar Joshi graced the occasion with their presence. Dr. Meenu Sharma (Principal of the college) accorded a hearty welcome to all the guests. Telling the importance of Teej and the cultural Heritage Madam Principal motivated the students to be the best in their life. Many colourful cultural items like Folk song, Folk dance, Group dance, Shabad gayan and Group songs were also presented by our college students. The main attraction of the function was "Miss Teej Contest" The judges were Mrs. B.K. Batra, Mrs. Rajinder Kaur, Mrs. Sonia, and Mrs. Ruchi. **Ms. Shagun bagged the title of Miss Teej** and She was crowned by Chief Guest along with members of Management and the College Principal. Besides this Prabhjot was declared 1st Runnerup, Anurag was declared 2nd runner up. Nisha bagged the title for Beautiful Bangles. Karamjit Kaur was declared as 'Miss Best hair style'

BASANT UTSAV

The festival of 'Basant Utsav' was celebrated with great fervour in the college campus on 10-02-2012 in collaboration with Music, Dance and Fashion Designing Departments. Advocate Sh. Ashok Sharma President, Managing Committee was the chief guest of the occasion. Advocate Sh. B.P. Dewett, was the guest of honour. Advocate Sh. B.K. Batra (Gen.Secy.) and Sh.Vikas Mehta (College Secy.), S. Ranjeet Singh Heera (Member Managing Committee), Sh. Sham Sunder (Principal A.S. High School) and Sh.Uma Dutt graced the occasion with their presence. Sh.Vikas Mehta (College Secy.) and Madam Principal Dr. Meenu Sharma accorded a floral welcome to the worthy Chief Guest. The College Principal enlightened the students with her views on Saraswati Mahima and the traditional values related to the festival of Basant Utsav. She also motivated the students to get the heights of prosperity in their life and make their life colourful just like these festivals. Many cultural activities depicting the importance of

Annexure VI (v)

Basant were presented by our college students like Saraswati Vandana, Shabad Gayan, Classical Dance and Choreography. Many competitions were also organized by Home Science and Fine Arts Departments like Salad Making, Dessert Making, Sandwich, Snacks and Rangoli. Fine Arts Department organized many activities like Slogan Writing, Best out of Waste Pot-Painting and T-Shirt Painting. The main attraction of the function was Fashion show. Ms.Charu Devgan & Ms.Monica Tiwari, Dr.Kusum Narula & Dr.Karuna Arora and Ms.Arvider Kaur, Dr.Prabhjit Kaur and Ms.Superna were Judges for Home Science and Fine Arts items. The results are as follows:-

Fashion Show

Best Suit	Deepika
Best Saree	Narinder
Best Lehnga	Amandeep
Best Out fit	Poonam

Home Science Deptt.

Prize	Snacks Making	Salad Making	Sandwich Making	Dessert Making
1 st	Ravinder B.A.III	Ravinder B.A.III	Rakhi Tiwari B.A.II	Ashima B.A.I
2 nd	Satinder B.A.III	Chetna B.A.I	Priti B.A.II	Shipra Jain B.A.III
3 rd	Mitali B.A.III	Ritu B.A.I	Pooja B.A.I	

Rangoli

1 st Prize	Harvinder Kaur(B.A III)
2 nd Prize	Royal(B.A I)

Fine Arts. Deptt.

Prize	T.Shirt Painting	Slogan Writing	Pot Painting	Best out of Waste
1 st	Rupinder Kaur B.A.III	Harsaranjit Kaur B.A.III	Harpreet Kaur B.A.III	Abhilasha B.A.I
2 nd	Gurbinder Kaur B.A.II	Gurvinder Kaur B.A.II	Hardeep Kaur B.A.II	Sunita B.A.III
3 rd	Jasmine B.A.III	Pawan Preet B.A.III	Anu	B.A.II

Best Dance:- Choreography

Advocate Sh.Ashok Sharma, President, praised the students for their competitive spirit. To encourage the students, Advocate Sh. Ashok Sharma ,President & Sh. Vikas Mehta , College Secy. gave away the prize of Rs. 2200/- to all the students of Choreography. At the end of the function Dr. Prabhjit Kaur (Dean of Cultural activities) thanked all the guests present there.

TEACHERS' DAY

On 05-09-2011 the students of the college celebrated the birthday of Dr. Sarvpalli Radhakrishnan, a teacher par-excellence as Teachers' Day. They presented flowers to their teachers and wished them " Happy Teachers' Day", they paid rich tributes to Dr. Radhakrishnan who was above board in his work and dealings.

LOHRI CELEBRATION

The Seasonal festival of Panjab was celebrated on 13-01-2012 at A.S.College for Women, Khanna. The staff and students of the college commemorated the very spirit of Lohri by organizing a gala function in the campus, Sh.Vikas Mehta (Secy.of the College)was the chief guest. The college Principal Dr.Meenu Sharma gave a floral Welcome to the Chief Guest. There

Annexure VI (vi)

was a colourful presentation of cultural programme including folk dance, folk songs, poems etc. The bonfire was lit in the open premises in the college. They also encircled the bonfire to worship the sacred flames of 'Agni Dewta'. The main attraction of the function 'The Gidha' depicting the Punjabi culture and heritage was enthusiastically performed by the college students. The programme ended with the distribution of Prasad of Mungfali and Rewri to the students as well as the staff.

CONTESTS AND COMPETITIONS

Besides cultural celebrations to encourage the budding orators and develop argumentative and communicative skills, College holds and encourages students to participate in various Declamation Contests and Debate Competitions. Some prominent competitions of this year are:-

- Our two College students Ms Shipra Jain and Ms Heena participated in the Declamation Contest held at S.D.P. College Ludhiana on 15-12-2012. Shipra Jain of B.A.III got 1st individual prize. She spoke on the topic, "Educating Woman for the Better World". She got the cash prize of Rs.1000/-. Both our students Shipra Jain and Heena received consolation prize of Rs.200/- each.
- Ved Parchar Mandal, Ludhiana organized a 'Vedic Declamation contest' in the college on 25-08-2011. Madam Principal Dr. Meenu Sharma presided over the contest. All the contestants expressed their views on social and other sensitive issues as 'Women Empowerment' and 'Public Welfare' and so on. Madam Principal Dr. Meenu Sharma encouraged the students and inspired them to go ahead with such spirit. The winners of this contest are Ritambhara (I), Heena (II) and Mamta (III)

SPORTS DAY

34th Annual Athletic Meet of the College was held on 03-03-2012 in the College Sports Ground. This function was divided into two sessions Morning Session and Evening Session. Prof. Dr. A.C.Vaid (Pro Vice-Chancellor, APEEJAY STYA Univ. Gurgaon) was the Chief Guest of the morning session. Sh. Vipran Kalra (Industrialist and Grandson of Sh. Nand Lal Kalra, Founder Principal of A.S.Sr.Sec.School, Khanna) and Sh. Vijay Kumar Garg (Industrialist) were the Guests of Honour of the day. S. Ravneet Singh Bittu (M.P. Sri Anandpur Sahib) was the Chief Guest of the afternoon session. S. Hardev Singh Rosha (Member P.P.C.C) was the Guest of Honour. The College Principal Dr. Meenu Sharma along with worthy members of Management Advocate Sh. Ashok Sharma (President), Sh. Dharam Pal Angrish (Vice-President), Advocate Sh. B.K. Batra (Gen. Secy.), Sh. Vikas Mehta (Secretary, A.S. College for women), Advocate Sh. Rajiv Mehta (Secretary A.S. College), Advocate Sh. Barinder Pal Dewett (Secretary A.S. Modern School), S. Paramjit Singh (Advocate), Sh. Sudarshan Verma Pappi (Secretary, A.S. Sr. Sec. School), Dr. Anil Joshi (Sect. A.S. Group of Institutions), Management Members Sh. Rakesh Goyal, C.A., Sh. Ajay Sood, S. Ranjeet Singh Heera, Sh. Raj Kumar Sahnewalia, and Sh. Vijay Sharma, along with the college Principal accorded a hearty floral welcome to the Chief Guests by presenting Colourful Bouquet to them in both of the sessions. Many prominent guests Sh. Ashok Tewari (Former President), S. Gurkirat Singh Kotli, S. Harbans Singh Rosha (Member P.P.C.C), Dr. R.S. Jhanji (Principal), Dr. Neena Aneja (Principal), Dr. Harpreet Singh (Principal), Sh. K.K. Sharma (Principal), Madam Amar Joshi (Former Principal), Sh. Hansraj Joshi, Dr. T.R. Bahia (Former Principal), Sh. Vishal Angrish (Correspondent from Zee TV, North Incharge), Sh. Ravi Talib (Advocate), S. Manmohan Singh, Sh. Hansraj Joshi, S. Paramjit Singh Mavi, Sh. Jaidev Vij, Sh. Sushil Kumar, Sh. Ashok Kumar Dhand, Sh. Vipran Kapoor Gandhi, Sh. Deepak Kalra, Sh. Honey Kotli, Advocate Sh. Ravinder Singh, Sh. Gurjit Singh, Sh. Tejinder Sharma (Ex M.C), Sh. Krishan Murari Bedi, Sh. Mukesh Mehta, Sh. Harsh Inder Punj, Sh. Vikas Mittal, Mr. Azar Mahmood graced the occasion with their presence. Madam Principal Dr. Meenu Sharma gave a very floral welcome to Chief Guest, Guests of Honour, all other distinguished guests present and She threw a flood of light on the importance of games in life of the students. The chief guest Dr. A.C.Vaid Ji announced the Athletic Meet of the session 2011-2012 open. During the March Past, Sports students, N.C.C. Cadets and N.S.S. Volunteers presented a salute to the chief guest. The flag was hoisted, colorful balloons were looking beautiful flying towards the open sky, pigeons were also flown away in the open air & the sounds of crackers were giving an enthusiastic touch to the whole atmosphere. Ms. Arvinder Kaur (Dean of Sports) gave a detailed information about all the events going to be played by the students. The students participated in various events like Running Broad Jump, Spoon & Potato Race, Fast Cycling 1200 mt, Short put, 3 Legged Race, Discus Throw, 200mt Race, Sack Race,

Annexure VI (vii)

Javelin Throw, Slow Cycling, Chatti Race, 400m Race, Pillow Fighting, Obstacle Race, Skipping, 400 m Relay Race, Childrens' Race. Madam Sheilja Latawa, H.O.D, Department of Physical Education and Miss Akwinder Kaur were in charges of all the games. Many colourful cultural items were also presented by our college students as Group Dance, folk Orchestra, Sammi and Bhangra. The centre of attraction was the 'Punjabi Gidha' by the students wearing multi-coloured attires. Ms. Mandeep Kaur was declared the Best Athlete of the college for the session 2011-2012. The prize winners were given away prizes by the **Chief Guest Prof. (Dr) A.C.Vaid in the morning session and by Chief Guest S.Ravneet Singh Bittu in the evening session.** The Presidential Remarks were given by the Chief Guest Prof. Dr.A.C.Vaid in Morning Session and by S.Ravneet Singh Bittu in Evening Session. A vote of thanks was given by Advocate Sh.Ashok Sharma ji (President of the Managing Committee) in the morning as well as in the evening session. The Chief Guest Dr.Vaid declared the Athletic meet Closed. The National Anthem was sung in the end of the function.

Raffle Draw Prize

On 03-03-2012 the Annual Athletic Meet of the session 2011-2012 was held in the college playground. Raffle Draw prizes were also declared on this day. 10 Lucky Winners won attractive prizes and 10 consolation prizes were also declared. The names of first five winners given below:-

Name	Roll No	Position	Prizes
Gagandeep	1068	1 st	LCD 32"
Tanveer Kaur	986	2 nd	Refregerator 165 Ltr.
Harmanpreet	1027	3 rd	Microwave
Punchiry	1920	4 th	Burner Gas Chulha
Navjot Kaur	1921	5 th	Mixer Juicer Grinder

CENTRAL ASSOCIATION

The Central Association of the college comprises of students from all categories like sports, academic and co-academic activities. The elected students assist the college administrator in maintenance of discipline and cleanliness and in solving all the problems of the students. The college has been forming College Central Association through democratic elections since its inception. This year also on 12-11-2012 elections were held for the President, Vice President Secretary, Joint Secretary of C.A. and Class Representatives from different classes. The responsibility of holding these elections were given to Dr. Kusum Narula, Head of English Department and the result declared the following students as the elected members:

President	Ketki B.Com.III
Vice-President	Nandini B.Com.II
Secretary	Heena B.A.III
Joint Secretary	Heena Kaushal B.A.III
Class Representatives	Dimpy Verma, B.A.I
	Manya Narula B.A.II
	Kamaldeep Kaur B.A.III

The college Principal Dr. Meenu Sharma congratulated all the elected students and inspired all of them to play their role in positive and constructive way for welfare of the institution.

VAN MAHOTSAV

Van Mahotsav was celebrated in the premises of A.S.College for Women, Khanna on 10-08-2011. The programme of 'Tree- Plantation' was organised with the collaboration of Rotary Club, Khanna. Advocate Sh.Ashok Sharma Ji (President) was the Chief Guest of the occasion. Sh.Dharampal Angrish (Vice President), Advocate Sh. B.K Batra (Gen.Secy.) and Sh.Vikas Mehta (Secratery) were present to grace the occasion. Dignitaries from Khanna city Sh.Shashi Goel, Narinder Duggal also participated as the member of the Rotary Club. Principal Madam Dr.Meenu Sharma Ji gave a floral welcome to the guests. Some college students also gave their presentation about creating awareness to plant more and more trees to create an eco-balance in the nature. A big number of 'Saplings' were planted in the college lawn jointly by the members of the Rotary Club, Worthy Management members, Madam Principal & N.S.S. students.

Annexure VI (viii)

BLOOD DONATION CAMP

A Blood Donation Camp was organised at A.S.College for Women,Khanna on 18-01-2012. Advocate Sh.Ashok Sharma Ji (President), Advocate Sh.B.K.Batra (Gen.Sec.) Sh.Rajiv Mehta (Secretary A.S. College Khanna) were guests of honour. The college Principal Dr. Meenu Sharma along with college secretary Sh.Vikas Mehta gave a floral welcome to the guests. Dignitaries named Principal K.K.Sharma Ji , Principal Sham Sunder,Sh.Mast Ram were also present there.Sh.Ashok Sharma threw a flood of light on the importance of blood donation. Principal Madam also motivated the students to come forward for this social cause.As many as 35 students and teachers donated blood.Sh.Jagpal Sharma (Sec.Emergency Blood Donors Association)motivated the students.The central Association, N.S.S., N C C & Red Cross Society of the college gave their best to make the camp a success. Principal Sham Sunder & Madam Suparna set an example by donating blood. A vote of thanks was given by Ms. Arvinder Kaur (Incharge Red Cross Society).Besides this the N.S.S. Units of our college with their programme officers Ms.Monika Soni and Ms.Goldy Bansal who have remained actively involved for the celebrations/ organization of any festival/ day like Teej, Basant, Lohri and Sports day in our college throughout the year.

TRIPS & TOURS

The college encourages and makes arrangement for students to visit different places every year. This year, some prominent trips are:-

- **Commerce Dept.** of A.S.College for Women, Khanna organized one day trip to Jalandhar, Science City and Wonderland on 10-11-2011.Total 44 students joined the trip under the supervision of three teachers:-Ms.Ranjeet Kaur, Ms.Harinder Kaur & Ms. Nikhita. The student had a great fun and enjoyed a lot.
- **Post Graduate Department of Economics and Hindi** organized a one day educational trip to Chandigarh on 19-02-2012. About 50 students joined the trip along with three teachers Ms.Tamanna, Ms.Sujata and Ms.Navneesh. The students visited Thunder Zone, Rock Garden, Sukhna Lake, 22- sector Market Havali. The students learnt many things and enjoyed a lot.
- **Department of Political Science, Public Admn. and Sociology** organised one day trip to Mansa Devi and Chandigarh on 19-02-2012.Students visited Mansa Devi Temple, Governor's house, Punjab and Haryana High Court, Punjab legislature Assembly and Secretariat. They also visited rock Garden,17-sector Market ,22-sector Market and Panjab University. The students enjoyed and learnt a lot
- **Home Science & Fashion Designing Department** of the college organized a visit to one of the most reputed Textile Industry named 'Vardhaman Spinning & General Mills' Ludhiana on 06-02-2012. It was entirely an educational trip.The students were practically exposed to the various steps involved in the process of yarn manufacturing, the latest machinery used, techniques & other equipments used in making a yarn. They were also shown the dyeing process of the yarn. Ms.Sushma Singla, Ms.Harinder Kaur and Ms.Chandana accompanied the students.
- **Punjabi Department** organized a one day educational trip to Virasat -E- Khalsa, Sri Anand Pur Sahib and Haveli (Rajpura)on 04-03-2012. 55 students joined the trip along with 5 teachers Ms. Chhinder Pal Kaur, Ms. Rupinder Kaur , Ms. Jyoti Sharma, Mr. Yogeshwar Hans and Mr. Pardeep.The trip was full of fun and frolic and the students had a great thrill and zeal to know about new things.

Annexure VII(i)

A.S college For Women, Khanna Tutorial Group (2011-12)

Students will get their leave forms signed by respective tutors

B.A. III	801-850	Dr.Kusum Narula
	851-900	Dr.Karuna Arora
	901-950	Ms.Arvinde Kaur
	951-1000	Ms.Puneet Sodhi
	1001-1050	Ms.Sushma Singla
	1051-1100	Dr.Prabhjeet Kaur
B.A. II	501-550	Ms.Monika Soni
	551-600	Ms.Rajni Chhabra
	601-650	Mr.Yogeshwar Hans
	651-700	Ms.Savita Khanna
B.A. I	1_50	Ms.Neerja Puri
	51-100	Ms.Shailja Latawa
	101-150	Ms.Tamanna Sharma
	151-200	Dr.Harmeen
	201-250	Ms.Hrinder Kaur
	251-300	Ms.Achla Sharma
B.Com III	1401-Onwards	Ms.Ranjit Kaur
B.Com II	1301-Onwards	Ms.Goldy Bansal
B.Com.I	1201-Onwards	Ms.Navneesh Goyal
B.C.A..III	1701-Onwards	Ms.Arpana
B.C.A. II	1601-Onwards	Ms.Puneet Sharma
B.C.A. I	1501-Onwards	Mr.Ajay Vig
PGDCA	1801-Onwards	Ms.Abha Bhatia
MA.I & II Eco.		Dr.Ramna Singla
MA.I & II Hin.		Dr.Naina Sharma
BSc.FD I & III		Ms.Chandana Rajput
Incharge Tutorials		Principal
Dr.Naina Sharma		A.S. College For Women KHANNA (LDH)

Annexure VII(ii)

Schedule of Tutorial Groups (2011-2012)

In the session 2011-12, the groups were taught the topics by the teachers accordingly to the schedule as 'Discipline', 'Cleanliness', 'General behavior', 'Ettiquettes to be followed', 'Value of reading books', 'Social manners' till October. In larger groups the topics imparted were 'Value of Computers in Modern Era', 'Role of library in the life of a students', 'How to manage a home', 'Small savings are important', 'How Banks work', 'Importance of Public speaking'.

Schedule of Tutorial Groups (2011-2012)


There will be tutorial groups of all the classes & the meeting of these groups is to be held on 1st & 3rd Friday of every month in the period of recess. The topics for the groups will be as under :--

July to Oct. 2011

- | | |
|------------|-------------------------------|
| 15/7/2011 | 1. Discipline |
| 5/8/2011 | 2. Cleanliness |
| 19/8/2011 | 3. General Behavior |
| 7/10/2011 | 4. Ettiquettes to be followed |
| 21/10/2011 | 5. Value of reading books |
| | 6. Social manners |

November 2011 – February 2012

- | | |
|------------|---|
| 4/11/2011 | 1. Value of Computers in Modern Era |
| 18/11/2011 | 2. Role of Library in the life of student |
| 2/12/2011 | 3. How to manage a home |
| 20/1/2012 | 4. Small Savings are important |
| 3/2/2012 | 5. How Banks Work |


Principal
A. S. Collage For Women
KHANNA

Annexure VIII(i)

PANJAB UNIVERSITY YOUTH & HERITAGE FESTIVAL

Panjab University Zonal Youth and Heritage Festival was held at Govt.College for Women, Ludhiana from 21-09-2011 to 24-09-2011. Our college has won many prizes in different items. The detail of prizes is as under :-

• Folk Orchestra	Group Item	1 st
• Folk Orchestra	Individual	1 st
• Folk Orchestra	Individual	3 rd
• Folk Orchestra	Individual	3 rd
• Folk Instrument	Individual	1 st
• Skit	Group Item	2 nd
• Skit	Individual	3 rd
• Drama	Individual	1 st
• Poem Recitation	Individual	1 st
• Long Heik	Individual	2 nd
• Vaar	Group Item	3 rd
• Vaar	Individual	3 rd

SPORTS ACHIEVEMENTS

In Sports and Games our students have outstanding performance and excellent achievements to their credit. The college provides sufficient opportunities and training to players to compete creditably at Inter-College, University, District, State and National level. The college has made arrangements for :-

- Table Tennis
 - Tennis
 - Badminton
 - Judo
 - Chess
 - Boxing
 - Wrestling
 - Athletics
-
- **Badminton Team** of A.S.College for Women,Khanna participated in Inter-Coll tournament held at Panjab University Chandigarh from 11-10-2011 to 13-10-2011. The team won 3rd position and the student of M.A.I (Hindi) **Radha was selected for Inter University camp.**

Annexure VIII(ii)

- **Judo Team** of A.S.College for Women, Khanna participated in Inter –College tournament at Panjab University, Chandigarh on 15-10-2012 .Varinder, Poonam Ramandeep, Manpreet, Rozy, Raveena & Priyanka participated in the tournament. **Varinder & Ramandeep won Bronze medal.**
- **Chess Team** of A.S.College for Women, Khanna participated in Inter –College tournament at Panjab University, Chandigarh on 20-09-2011 and 24-09-2011. Rajvir Kaur, Deepshikha, Khushbu, Rupinder Kaur and Alka participated in this tournament. **The team got 4th position.**
- **Boxing Team** of A.S.College for Women, Khanna participated in Inter –College tournament at Panjab University, Chandigarh from 01-11-2011 to 02-11-2011. Randeep, Raveena, Rozy, Sarabjeet, Suman, Pardeep, Lakhwinder, Varinder participated in this tournament. **Varinder and Randeep won gold medal and Raveena won Bronze medal.** The team stood 4th in overall boxing championship at Panjab Uni. Chandigarh. Randeep Kaur (B.A.II) is selected for all India Boxing Inter – University competition held at Lovely University from 24-02-2012 to 27-02-2012.
- **Wrestling Team** of A.S.College for Women, Khanna participated in Inter –College tournament at Panjab University, Chandigarh on from 03-11-2011 to 04-11-2011 Poonam, Manpreet, Ramandeep, Rajwinder, & Priyanka participated in this tournament. **Poonam and Manpreet won Bronze medal.**
- **Athletics Team** of A.S.College for Women, Khanna participated in Inter –College tournament at Panjab University, Chandigarh from 09-11-2011 to 11-11-2011. The event for which they competed were:-800m Long jump, 1500m, 200m, 4x100m, Relay 400m, Shot put. Name of the Athletes are as follows; Harpreet kaur (BAI),. Khushwinder Kaur (BA II), Lakhwinder Kaur (BA I), Sumanpreet kaur (BA I), Karamveer (BA I) ,Gurpreet Kaur (BAIII).
- An Inter college **Table Tennis competition** held at Panjab University Chandigarh from 06-01-2012 to 07-1-2012. Our college team participated in this competition . Our Table Tennis players Neelam (B.A.II), Manpreet (B.A.II), Anmol (B.A.I) attended the North Zone All India Inter University Camp at Panjab University Chandigarh and our one girl **Neelam (B.A.II) was selected for North Zone All India Inter University competition held at Ruderpur (Nanital).**

Annexure IX (i)

VARIOUS COMMITTEES OF THE COLLEGE FOR THE SESSION 2011-2012

1. College Advisory Committee	Dr. Karuna Arora, Dr. Ramna Singla, Ms. Arvinder Kaur, Ms. Puneet Sodhi, Ms Sushma Singla, Dr. Prabhjit Kaur, Dr. Naina Sharma, Sh. Rajinder Singla
2. Dean Academics	Dr. Karuna Arora
3. Dean Sports	Dr. Ramna Singla
4. Dean Extra Curricular Activities	Dr. Prabhjit Kaur
5. Library Committee	Mr. Jeet Singh & Heads of all Departments
6. Youth Welfare Committee	Ms. Arvinder Kaur, Ms Puneet Sodhi, Ms Sushma Singla, Ms. Ranjit Kaur, Ms. Arpana
7. Discipline Committee/ Grievance Redressal Cell	Dr. Karuna Arora (UMC & Collage Student Problems) Dr. Ramna Singla, Ms Arvinder Kaur, Ms Sushma Singla, Ms Puneet Sodhi, Dr. Prabhjit Kaur, Dr. Naina Sharma, Ms Ranjit Kaur, Ms Goldy Bansal, Mr. Yogeshwar Hans, Ms Rajni Chhabra, Ms Monika Soni
8. Examination Committee	Dr. Karuna Arora, Dr. Ramna Singla
9. Canteen Committee	Ms. Arvinder Kaur, Ms Sushma Singla, Dr. Prabhjit Kaur, Ms. Monika Soni, Ms Ranjit Kaur, Sh. Rajinder Singla
10. Time Table Incharge	Dr. Karuna Arora, Dr. Prabhjit Kaur, Ms. Monika Soni Ms. Goldy Bansal
11. Central Association	Dr. Karuna Arora, Dr. Ramna Singla
12. Prospectus Committee	Ms Puneet Sodhi, Ms Sushma Singla, Dr. Prabhjit Kaur, Ms Neerja Puri
13. Fee Concession Committee	Dr. Karuna Arora, Dr. Ramna Singla, Ms. Arvinder Kaur, Ms Puneet Sodhi, Dr. Prabhjit Kaur, Ms Goldy Bansal, Sh. Rajinder Singla

Annexure IX(ii)

14. Editorial Board of the College Magazine 'Avastha'

Ms Puneet Sodhi	Editor-in-Chief & 1/C Photographs
Ms Neerja Puri	English Section
Dr. Naina Sharma	Hindi Section
Dr. Prabhjit Kaur	Punjabi Section
Dr. Karuna Arora	Sanakrit Section
Ms Sushma Singla	Home Sci. Fine Arts & F.D. Section
Dr. Ramna Singla	Eco & Commerce Section & Social Sciences
Ms Neerja Sharma	Music & Dance Section

15. Purchase Committee

Dr. Ramna Singla, Ms. Puneet Sodhi, Ms Sushma Singla,
Dr. Prabhjit Kaur, Ms Goldy Bansal, Sh. Rajinder Singla,
Sh. Ravinder Kumar, Sh. Hardev Singh, Sh. Pardeep Kumar,
Sh. Gurmeet Singh, Ms. Taranjeet Mankoo

16. Sports Committee

Dr. Kusum Narula Chairperson,
Dr. Ramna Singla, Ms Sheilija Latawa

17. Reader Club

Mr. Jeet Singh, Ms. Puneet Sodhi, Ms Arvinder Kaur, Dr. Naina Sharma

18. Alumni Association

Dr. Karuna Arora (Convener), Dr. Ramna Singla, Ms. Arvinder Kaur,
Ms Puneet Sodhi, Ms Sushma Singla, Dr. Prabhjit Kaur

19. Career Guidance & Counselling Committee

Dr. Ramna Singla, Ms Arvinder Kaur, Ms Monika Soni,
Ms Ranjit Kaur, Ms Goldy Bansal, Ms Arpana, Mr. Arpana,
Mr. Jeet Singh

20. NCC

Ms Rajni Chhabra

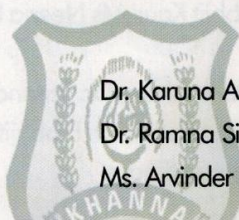
21. NSS

Ms. Monika Soni, Ms Goldy Bansal

22. Cultural/Dramatic/Academic Societies

1. The Sanskrit Prishad
2. The Economics Association
3. The Punjabi Sahit Sabha

Dr. Karuna Arora
Dr. Ramna Singla
Ms. Arvinder Kaur



Annexure IX(iii)

4. The Home Sci. Society	Ms. Sushma Singla
5. The Hindu Parishad	Dr. Naina Sharma
6. The Pol. Sci. Association	Ms. Monika Soni
7. The Commerce Society	Ms. Ranjit Kaur
8. The English Literary Society	Ms. Savita Khanna
9. The Music Society	Ms. Neerja Sharma
10. The History Association	Ms. Harmeen
11. Internal Quality Assurance Cell	Dr. Ramna Singla
12. The Red Cross Society & Red Ribbon Club	Ms. Arvinder Kaur
13. The Dramatic Society	Dr. Prabhjit Kaur
14. The Youth Service Club	Dr. Prabhjit Kaur
15. The Sports Society	Ms. Shailija Lutawa
23. Incharge Tutorials	Dr. Naina Sharma
24. Incharge Assembly	Stage - Dr. Karuna Arora, Dr. Prabhjit Kaur
25. Beautification of Campus	Ms. Arvinder Kaur, Mr. Yogeshwar Hans, Ms. Harinder Kaur

Annexure X (i)
Best Practice-I
To Promote Sports Activities

The Goal:- “ All work and no Play, Makes Jack, a dull boy”. Sports is an activity that no doubt provides fun, but it has many other positive effects on a person’s life. The college aims to inculcate, the social skills, physical fitness, obedience, Resourcefulness, teamwork and stress tolerance in the personality of the students through sports.

The Context:- The importance of sports in education can be judged on the basis that it inculcates values such as dedication, discipline and responsibility. Sports is a source of fitness, a stress buster, a learning skill and a mean for getting socialized.

Practice:- The institution promotes sports friendly atmosphere in all possible manners. Some of the initiatives are as under:-

- The college provides coaches to the students for participating in prestigious competitions at Inter-college, University, District, State and National level.
- Refreshment is provided to the students during training and practice session.
- The college has on its credit a sports ground.
- A well built Gymnasium is at the disposal of the students.
- Special fee concession is provided to the sports students.
- The college has made arrangements for Table Tennis, Tennis, Badminton, Judo, Chess, Boxing, Wrestling, Athletics.
- The outstanding sports persons are facilitated on the Annual Sports Day which is organized every year in the college.

Evidence of success:-

The remarkable achievement of the institution in the sports are as following:-

- **Tennis Team** of the college participated in Inter-College tournament in Chandigarh.
*An Inter Class **Badminton competition** was organised in the college campus .
- **Badminton Team** of the college participated in Inter-College tournament held at Panjab University Chandigarh. The team won third position & One student was selected for Inter-university Camp.
- **Judo Team** of the college participated in Inter –College tournament at Panjab University, Chandigarh . Two students won Bronze Medal.
- An Inter Class **Chess competition** was organized in the college campus.
- **Chess Team** of the college participated in Inter –College tournament at Panjab University, Chandigarh. **The team got 4th position.**
- **Boxing Team** of the college participated in Inter –College tournament at Panjab University, Chandigarh. **Students won Gold Medal & Bronze medal.** The team stood 4th in overall boxing championship at Panjab Uni. Chandigarh. One student got selected for all India Boxing Inter – University competition held at Lovely University .
- **Wrestling Team** of the college participated in Inter –College tournament at Panjab University, Chandigarh. **Two students won Bronze medal.**
- **Athletics Team** of the college participated in Inter –College tournament at Panjab University, Chandigarh. The event for which they competed were:-800m Long jump, 1500m, 200m, 4x100m, Relay 400m, Shot put.
- An Inter college **Table Tennis competition** held at Panjab University Chandigarh. Our college team participated in this competition . Our Table Tennis players attended the North Zone All India Inter University Camp at Panjab University Chandigarh and our **one girl was selected for North Zone All India Inter University competition held at Ruderpur (Nanital).**

Problem encountered and Sources required:-

The institution has to work a lot to counsel the students to opt for this subject. Apart from that financial hindrance is another problem encountered by the institution. All the expenses for arranging coaches and other facilities is borne by the institution. So the only requirement in this field is the arrangement of monetary resources.

Annexure X (ii)

Best Practice-II

Blood Donation Camp

The Goal:- Blood is the magic potion which is a major life-provider. Though Science has made tremendous discoveries. Yet we have not been able to produce this magic potion. No substitution exists for Blood. Requirement of safe Blood is increasing. In such a situation, Blood Donation is the only way to arrange Blood. Keeping in view the importance of Blood donation, the institution aims at conducting Blood Donation Camp every year.

The Context:-

Donation can not be done forcibly. It requires one's free will and a sense of social responsibility. Thus, the institution efforts to make students aware about the importance of donating Blood and saving precious human life.

The Practice:-

As a part of instilling a genuine interest in the students and to make them socially responsible, The central Association, N.S.S, NCC and Red Cross society of the College organised a blood donation camp in the college. The camp was an out come of the collaboration with the emergency Blood Donors Association, Khanna. As many as 50 students donated blood. Even the invited dignitaries and some faculty members also came forward to set an example by donating blood.

Evidence of Success:-

The number of the volunteers coming up for the blood donation is itself an evidence of success. Despite the fact that many students are found to be underweight, the fast increasing number of volunteers, every year shows the institution is being successful in imbibing the social and moral values in the students. More over it is quite telling that by organizing Blood Donation Camp the college itself is contributing to social welfare.

Problems encountered and Resources Required:-

The momentous to the guest blood donors and the refreshment to the blood donors is provided by the collaborating unit. The premises are provided by the college and arrangements for the camp are also done by the principal. So, the only requirement is the enhancement of the funds for such more initiatives.