YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   ANGLO SANSKRIT COLLEGE FOR WOMEN

- Name of the Head of the institution   Dr. Meenu Sharma

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   01628220570

- Mobile no   9872207005

- Registered e-mail   ascollegeforwomen@gmail.com

- Alternate e-mail   ascollegeforwomen@gmail.com

- Address   AMLOH ROAD

- City/Town   KHANNA LUDHIANA

- State/UT   PUNJAB

- Pin Code   141401

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Women

- Location   Semi-Urban

- Financial Status   Grants-in aid

- Name of the Affiliating University **Panjab University**

- Name of the IQAC Coordinator **Dr. Prabhjit Kaur**

- Phone No. **01628222747**

- Alternate phone No. **8146100847**

- Mobile **8146100847**

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

- Alternate Email address **ascollegeforwomen@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.ascwkhanna.com/download/aqar_2021_2022.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.ascwkhanna.com/download/ac_2022_2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**82.40**	**2005**	**28/02/2005**	**27/02/2010**
Cycle 2	**A**	**3.01**	**2016**	**25/05/2016**	**24/05/2021**

6.Date of Establishment of IQAC **01/08/2003**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	**nil**	**nil**	**0**	**0**

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

- Upload latest notification of formation of IQAC No File Uploaded

9.No. of IQAC meetings held during the year   `4`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Nil`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

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

- If yes, mention the amount

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

`IQAC arranged an online lecture on the topic 'Intersection of Mathematics and Deep Learning(Machine Learning) delivered bt Prof. Gilbert Strang, Boston, USA`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. To purchase of land for college campus	No,such deal has been finalised
2. To strengthen the existing courses	The College has formed various admission promotion teams to visit local and surrounding areas to boost strength and in order to strengthen existing courses,regular presentations,group discussions and brain storming methods were used.
3. To conduct personality development programmes for students	Two tutorials in a month are organised on different topics to groom personality of students.
4. To organise workshops and to introduce short term courses with the help of Commerce,	Fashion Designing Department plan to organize 02 Day workshop on creative articles by using

Computer and Fashion Designing Departments.	different materials and Commerce Departments will organize a workshop on Online Filling of Income Tax.
5. To organise conferences/Extension Lectures by Commerce, Computer Sci. and Post Graduate Departments.	College is planning to Organize National Conferences or Extension Lectures.
6. Virtual Interaction with parents on Regular Intervals.	Face to Face interaction with parents regarding attendance,discipline,study or some other issues
7. To introduce more E-Learning material in the Library with the help of National Digital Library	The College is trying to introduce new sources.
8. Plan to organize Job Placement Fest in the College.	The College will organize job fest in near future
9. Renovation/Upgradation of Indoor badminton hall and Table Tennis hall in the sports ground with the help of Grant from Govt.	No such requirement is found

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC Team	26/02/2024

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	ANGLO SANSKRIT COLLEGE FOR WOMEN
• Name of the Head of the institution	Dr. Meenu Sharma
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01628220570
• Mobile no	9872207005
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• Alternate e-mail	ascollegeforwomen@gmail.com
• Address	AMLOH ROAD
• City/Town	KHANNA LUDHIANA
• State/UT	PUNJAB
• Pin Code	141401
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• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Semi-Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Panjab University
• Name of the IQAC Coordinator	Dr. Prabhjit Kaur
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• Mobile	**8146100847**	
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• if yes, whether it is uploaded in the Institutional website Web link:	https://www.ascwkhanna.com/download/ac_2022_2023.pdf	

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website?		
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	Filling of Income Tax.
5. To organise conferences/Extension Lectures by Commerce, Computer Sci. and Post Graduate Departments.	College is planning to Organize National Conferences or Extension Lectures.
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- Name of the statutory body

Name	Date of meeting(s)
IQAC Team	26/02/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	17/02/2024

15.Multidisciplinary / interdisciplinary

The College is adopting interdisciplinary approch that is it involves the combination of multiple academic disciplnes.The faculty members of maths department take lectures in B.Com,BCA and Economics Department and staff members of Computer Science

Department takes lectures of B.Sc Fashion Designing.

16.Academic bank of credits (ABC):

"Academic Bank of Credits" means an academic service mechanism as a digital/virtual/online entity established by University Grants Commission to facilitate students to become its academic accounts holder, thereby paving the way for seamless students' mobility between or within degree granting HEIs through a formal systems of credit recognition, credit accumulation, credit transfer and credit redemption to promote distributed and flexible teaching learning. ABC is a bank for academic purposes on the patterned of commercial banks for financial purposes with students as academic account holders to whom ABC shall provide a variety of services including credit verification, credit accumulation, credit transfer or redemption and authentication of academic awards. This scheme is applicable for sesssion 2023-24.

17.Skill development:

The college offers 02 graduation level courses and 01 Pg Diploma i.e. B.Sc(Fashion Designing), BCA and PGDCA to inculcate skill based education among students. The course module covers different learning modules which also provide them job oriented education.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

not applicable

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

OBE is considerd as giant leap forward to improve the quality of Higher Education. OBE is focusing on "What the students are capable of doing." it demands the students to actively engaged in the learning process and demonstrate their skills through more challenging tasks and higher order of thinking. Students join the institution from different backgrounds, cultures and experiences. While studying at the institution we want them to broaden their horizon and attiudes to develop their current skills and abilities . This will not only help them in their studies and future careers but also to support their role within sociecty. It helps in various outcomes in students such as deep desicipline knowledge, critical thinking, problem solving, team work,communication skills, career and leadership readiness, intelectual readiness, self awareness and emotional inteligence.

20.Distance education/online education:

Not applicable

Extended Profile

1.Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1	539
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2	27
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	197
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	37
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**13**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**33**
Total number of Classrooms and Seminar halls	
4.2	**362476**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**101**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curricular developed by the college is relevant as to fulfil ourneed for regional development. Different courses are offered andflexibility after the choice of different streams is offered tothe students by the college. The chairperson of the college haswell planned these courses to give value-based & job orientededucation for the fulfilment of our goal of thewell reputed institution of the area. Various plans are applied bythe institution for the implementation of the curriculum as:-

•The college has remained soliberal by way of providing a widerange of subject combinations and optional papers at UG and PGlevel. At UG level, the college offers 04 courses, B.A., B. Com,BCA, B.Sc.F.D and at PG level 05 courses, M.A. Hindi, M.A.Eco,M.A. Soc, M.Sc. Maths, PGDCA and 01 Add-on courses

inComputer Based Accounting.

• The college being affiliated to Panjab University,Chandigarh follows the normsand rules as prescribed by P.U. as far as curriculum, admissionand evaluation processes are concerned.

• Full support to the teachers is provided by the university in many ways as providingAcademic Calendar, the entire syllabus, pattern of questionpapers, list of practical examinations, offering selectivesubjects.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The syllabi has been prepared by the University and few of the faculty members as being members of Academic Boards, Boards of studies or as members of sub-committees show their participation in the process of restructuring of the syllabi.

•Faculty members and the students are provided schedule of work at the start of the session.

• Proper records of the class work,tests and attendance is maintained by the staff members as well as monitored by HOD's.

• Internet facilities are being provided to the staff members as well as the students.

• Faculty members are always motivated to attend seminars, conferences, workshops, refresher courses and orientation courses

. • Faculty members are always encouraged to use Audio-Visual techniques for making teaching effective. Students are imparted knowledge through Library services with a wide range of reference books and journals/periodicals.

• Proper feedback is taken from the students through the meetings of CA, consisting of students from Sports,Academic and Co-Academic activities.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

23

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Cross cutting issues related to Gender, Environment, sustainability, human values and ethics are integrated in the curriculum by the college. Strong emphasis has been laid by the college on gender and caste equality. Extension lectures, seminars and debates through which students attain theoretical knowledge are organized at small intervals. The objective of holding theseextension lectures is to make the students aware about equality, social justice and human rights. Students also attain exposure to the burning social cruces take gender inequality, ecofriendlymeasures and self-respect. Students analyze the newspaper articles and books pertaining to women in the library. NSS and NCC activities are organized by the college in order to create aculture of nurturing creativity and scientific temper amongst the students. Environment awareness programme are organized by NSS unit of the college. Apart from this, various depts. of the college organize Workshops and Personality Development Programmesin order to impart knowledge to the learners

which fulfill the need of the society Students are imparted environment ethics through Environment science courses to sensitize them towards social issues.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

13

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.ascwkhanna.com/download/students_satisfaction_survey_2022_2023.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

539

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

103

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution do assess the learning levels of the students after admission and organize special programmes for advanced learners and slow learners. In the initial days after admission, introductory lectures are devoted to understand the knowledge gap of the students and the syllabus is started from familiar to different topics. These lectures are very helpful for the students who have changed their stream and are on a way to study a new subject. So far as the slow learners are concerned, after being specified, they are helped by Dean Academics. Remedial Classes, especially in the subject of compulsory English are arranged in order to bring up the level of weaker students, there by encouraging the concept of Peer learning. The advanced learners are given extra attention. They are provided with the book bank facilities both from college library as well from the personal collection of the concerned subject teachers. They are motivated to join the Reader's club. They are awarded and honoured in the college assembly to provide motivation to the fellow students.

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

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
539	**38**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution strongly adhere to the idea of students centric methods. They are made to participate in learning and problem solving methodologies. This action plan consists of lectures, group discussions, power-point presentations, assignments, class tests and viva-voce etc. Students are always the centre of all the activity in the college. In order to bring out their hidden talents, Talent Hunt function is held. On the basis of their outputs students are further helped to polish their skills and are motivated to take part in the Youth Festival. Efforts are made to build the personality of the students in a well rounded way. Democratic elections of the college Central Association, Students Editors in the College Magazine, NCC, NSS and different club activities, all provide a platform for student centric teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute ICT Tools: 1. Projectors 2. Desktop and Laptops 3. Printers 4. Photocopier machines 5. Scanners 6. Seminar Room7. Auditorium 8. Online Classes through Google Meet, google Classroom Use of ICT By Faculty A. PowerPoint presentations B. Online quiz C. Video Conferencing D. Video lecture

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

415

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

It is one of our prime endeavors to ensure rigor and transparency in the internal assessments. There is a set criteriafor making the assessment. Weightage is given to the marks obtained by the students in the house tests, class tests timely completion of assignments and attendance in the class, as laid down by the university. To maintain transparency, the answer sheets of house exam are shown to the students and the attendance of lectures and marks obtained in house exams are conveyed through letters to the parents after each of them. Every month the documents showing the attendance of lectures are shown to the students and even got signed from them. Parent-teacher principal meets are held in as informal manner to get their feedback and suggestion.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The mechanism to deal with examination related grievances works with the idea of transparency, keeping in view the time and efficiency. At the institutional level one house test is conducted in each semester. Evaluation of answer sheets is completed within seven days and the results are published within 2 weeks of the conduct of exam. Answer sheets are shown to students. The total is also checked by the students and unmarked question, if any, is marked. It is ensured that the students feel satisfied with the evaluation. The university has launched examination Grievances Monitoring System (EGMS), 2013. There is a provision for reevaluation where the answer book is checked by two examiners. Total is again checked by the special staff on duty for this purpose. Hence, the grievances are redressed.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

College clearly communicates programme outcomes, Programme specific outcomes and course outcomes of all programmes through website. It is communicated to the teachers and students as well. Hard copies of the syllabi are made available in the college library. These syllabi are also handed over to staff and students of the college I the form of printed schedule of work. The college website committee updates the achievements, results or any other relevant information on college website regularly.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are mentioned below: Method of assessment of POs / PSOs The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

193

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.ascwkhanna.com/download/students_satisfaction_survey_2022_2023.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College though does not have any defined ecosystem including incubation centre established under the mandate from any statutory authority but it has developed a spirit of encompares various outreach programmes for creation and transfer knowledge. Students with creative ideas approach the specialized teachers who are guiding them in their work and later their work is presented in inter college competitions/seminars conducted by the affiliated colleges of the same university and other university. The faculty members are availing the facilities within the campus to carry out their research activities, such as; Wi-Fi throughout the campus Internet facility of 35 Mbps is available to staff. Computing facility is available Well furnished Seminar/Auditorium halls with a seating capacity are available to conduct seminar/workshop, guest lectures, and discussion on technical paper/project presentations, cultural and screening of informative educational movies. Other activities: The institute also took the initiative of organizing awareness program on environmental issues, self defence awareness programme for girls for their personal safety and security.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology,

Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

8

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

80

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

11

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College has adequate facilities for teaching and learning. The College always makes a special effort to inculcate technology in teaching and learning process. The College has taken variousmeasures to impart adequate facilities to the students. The totalarea of the college is 4.53 Acres. There are a total 24 classrooms in the college which help the students in attaining knowledge. Numerous Laboratories are also an integral part of the college, as they help in achieving practical experience. There are a total 12 number of Laboratories in the College. One Conference hall in the College is the hub of co-curicular & academic activities, which is fully air-conditioned and spacious.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College has a vast playground and rich infrastructure for proving indoor and outdoor games facilities. The budding talent and propitious sports women are honoured at Annual Athletic Meet of the College. Various perks like Fee Concession are given to the participants of National/International competitions. Besides this regular refreshment, sports kit, conveyance etc. are provided to the participating students. The College has vivid sports facilities including indoor and outdoor games, gymnasium, health centre, auditorium and yoga centre.

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

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

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- **Total area of the library (in Sq. Mts.) - 3120 Sq. ft.**
- **Total seating capacity - 100**
- **Working hours (on working days, on holidays, before examination, during examination, during vacation) - Timing of Library – 9am to 4pm**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading. IT zone for accessing eresources)**
- **Library have one main reading hall**
- **Library is Air Conditioner**
- **Separate study hall for research scholars**
- **For teachers a separate study room**
- **For accessing e-resources arrangements have been made inresearch and reference section.**
- **Clear and prominent display of floor plan; adequate sign boards; fire alarm; access to differently-abled users and mode of access to collection**
- **Our college library is also imparting practical training in libraryship. During the last years ----- candidates have been given practical training by our library - Necessary sign boards are displayed at different places and sections of library to guide the users**
- **Fire alarms and fire extinguishers are installed at different sections of library**
- **Close access in book stacks and open access in research and reference section**
- **Name of the ILMS software: Advanta Software**
- **Nature of automation: Fully Version: ERP-(5.7.2.1)**

- **Year of automation: 2003**

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

87182

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

165

File Description	Documents
Any additional information	[View File]()
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

By keeping in view the increasing demand for Internet access in Educational Institutions the universities and colleges are now moving forward to setup wi-fi network in their campuses for the students. Educational campuses have major requirements of user access control and control over bandwidth consemption and differenitiated policy control for students access. At present, wifi facility is being provided to the students in the college classrooms, library, computer labs as well as in administrative block. By connecting through fully network campus helps the students to prepare projects and seminars. Since July 2020, we are having Netplus Broadband with 350MBPS and before this in the year 2018 we were using 03 Connect broadbands with 350 MBPS. Beside this we are providing 5 internet connections to the students that helps the students to prepare their assignments and project work. Currently we have having 101 no. of computers, 02 visualizers and 07 LCD projectors etc.

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

4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

362476

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution has a well-defined policy for creating and enhancing the infrastructure to facilitate quality education and effective teaching-learning process. Proposals prepared before the start of financial year are discussed in meetings with working members of Management, College Advisory Committee, Purchase Committee, Maintenance of College Building and infrastructure Committee. There is a consistent effort towards modernising the teaching technologies involving purchase of computers, internet connection (broadband), equipments for labs. Library and other learning resources are made more easily accessible and special care is taken for the up gradation of the same. The quotations are invited from different suppliers to make a comparative study. After thorough analysis the most economical and the best quality options are chosen to ensure the proper utilization of grants and funds. At the end of every academic session, there is a provision for Stock-checking. It makes sure that all the infrastructural

amenities are utilized at the fullest and also maintained properly. The Advisory Committee in collaboration with other committees like Building Committee, Purchase Committee and the Local Managing Committee ensures the optimal allocation and utilization of the available financial resources for maintenance and upkeep of the various facilities. The Heads of Departments prepare the proposals as per the requirements of their respective departments.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

103

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

38

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

15

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The student council, Central Association is elected annualy through a fair and democratic election by active participation of all students. The student council consistsof a Presiden, VicePresident, Secretary, Joint-Secretary, class representatives of B.A, B.Com, BCA, B.Sc(FD) and post graduate classes. The association consists of toppers of all the classes, representatives of various departments NCC, NSS and sports. The student council is officialy recognised and faciliated during Badge Ceremony. the student council members help in organising sports day, Independance Day, Republic Day, Lohri Celebration, Farewell Partt and all other functions, The Student Council elected to represent the fellow students. The student council works as a bridge between Principal , faculty members, administrative staff and Students.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

50

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College has well established forum of their Alumna,although not registerd but the college is maintaining full record as well as trying to built full report with old students. The College students were placed on high ranks in all over the country as well as abroad. In previous year the college often invites our alumni members on various events in the college. but due to COVID no physical functions were oraginzed at college level so various online methods were used to interact with them.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The 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 rural youth by imparting quality education to them, which equips them to face not only national but international challenges also. The college aims at providing value-based education to produce responsible citizens and to make the girl students economically independent, to produce national and international sportspersons, to make the students aware of their health, environmental pollution, to encourage the students to adopt one project of Social Service, to organize frequent seminars and workshops to broaden the mental horizons of the teachers and the students, to inculcate Cosmopolitan outlook among the students, to provide every facility to the teachers and the taught to keep them aware of the latest developments in the field of Information Technology, to produce Socially, Economically, Culturally, Ethically and Politically compatible citizens. The institution aims at serving the socially and financially weaker sections of the society in Khanna and its surrounding areas in order to bring about a positive change in their lifestyles, motivatingthe students to realize their hidden talents to the best of their capacity and sharpen the leadership qualities in the students.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college ensures decentralization and thus delegates authority at different levels ensuring good governance. There is an integrated organizational structure working in the institution. Dean Academics, Dean Co-Academics and Dean Sports are in alliance with the Principal. Various committees have been formed as helping hand to the Principal for the smooth functioning of the institutional activities. There is a constant dual flow of information between the Accounts office, Administrative office and the Principal Office. IQAC is another important component functioning in regular intimacy with Head of the institution.The Principal has a multiaspected role to perform as there is both upward and downward communicationgoing on within the institution, between the institution and the management constantly.

Case Study:- Annual budget : Proposal, Approval and Allocation. The accounts department is in-charge of maintaining the budget.It manages all the sections of the college to ensure clarity of income and expenditure. There are various budgetary requirements at the institutional level. These include transport, examination branch, teaching-learning process, administrative processes. All departments' heads submitt their requirements for academic year to the accounts department. This requirement proposal is formulated after discussions with the head of the department.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Environment is being affected these days by increasing techonology, population and over consumption, all of which have created a negative impact on the environment and is putting humans and animals at risk. So environment protection is the need of the hour. For this purpose "Green Diwali" was celebrated by Hindi Department and NCC unit of A.S. College for Women, Khanna on 21-10-2022 under the able guidance of College Principal Dr. Meenu Shrama. The students planted about 100 plants and they pledged that they will not use crackers at home and will celebrate Diwali by planting trees at home.

Besides this, to strengthen action and cooperation in achieving the goal of a World free of Drug Abuse and to make student aware of bad effects of drugs college organized a lecture by Dr. Kanika Kumar(Medical Officer, Civil Hospital, Khanna) on 10-11-2022. She acknowledged the students by telling them the reasons of drug intake, its bad effect on health and How to stop drug intake and motivated the students to make the society Anti-Drug Society.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Collective decision making coupled with individual responsibility is the structural basis of the institution. A.S.High School Khanna Trust and Management Society, Khanna is the ultimate decision making authority. The Governing Body of A.S.College for Women, Khanna is the elected executive body, which has the scrutinizing power over the institution in collaboration with the above stated ultimate decision making authority. As presented in the above pictorial graph, there is an integrated organizational structure working in the institution. Dean Academics, Dean Co-Academics and Dean Sports are in alliance with the Principal. Various committees have been formed as helping hand to the Principal for the smooth functioningof the institutional activities. There is a constant dual flow of information between the Accounts office, Administrative office and the Principal Office. IQAC is another important component functioning in regular intimacy with Head of the institution. The college library is answerable to the Principal for providing library facilities to the students. Students clubs and societies are headed by the experienced senior teachers. They are required to report to the Principal frequently. The Principal has a multiaspected role to perform as there is both upward and downward communication going on within the institution, between the institution and the management constantly.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in	**C. Any 2 of the above**

areas of operation Administration Finance and Accounts Student Admission and Support Examination	

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File]()

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching Staff

1. Employees satisfaction makes the working atmosphere creative one . In addition to handsome salary. Various innovative measures have been taken up by management for teaching and non teaching staff.

2. Provident fund scheme is provided for the staff.

3. On the day of retirement, the gratuity and earned leaves cheques provided to the staff.

4. There is a provision for the maternity leave for both aided and non aided staff.

5. Medical leave is provided for the benefit of both aided and unaided staff.

6. The staff members who go for attending seminars workshops are provided duty leave.

7. A relaxation in fees is provided to the children of Employees.

8. Medicines for minor loments are available.

9. The institution organizes health awareness Programmes to make staff members aware of various health problems.

10. ESI is provided to the staff who are on adhoc basis (below 21000/- salary)

Non Teaching Staff

1. Employees Provident fund scheme is provided to the staff.

2. On the day of retirement, the gratuity and earned leaves cheques provided to the staff.

3. There is a provision for the maternity leave.

4. Medical leave is provided for the staff.

5. The staff members who go for workshops are provided duty leave.

6. A relaxation in fees is provided to the children of Employees. , Class 1V employees are given financial assistance for the education of their wards.

7. Medicines are available for staff.

8. Wheat loan is provided for staff.

9. Uniform and shoes are provided for class IV Employees.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college uses self appraisal methods, self assessment proformas, prepared as per the guidelines of UGC.They are filled by each and every member of the faculty at the end of the session and the Head of the Institution SSR (CycleII), A.S. CollegeforWomen, Khanna Page 178 validates it and uses it to write their ACR. This exercise makes every individual alert and motivates to upgrade teaching and research. The results of the students in the University examination,feed back from the students,passouts and parents are some of the measures of the evaluation.The OfficeSuperintendent,in consultation with the Principal assigns the duties to class IV employees, observes the quality of services provided by them and seeks the improvement, if needed.For the valuable decision making in the area of appointment,promotion and career advancement of teachers the institution strictly follows the UGC recommendedregulations regarding API based on the performance based appraisal system.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There is a frequent audit of the accounts of the institution. Bills, vouchers case menses and books are scrutinized by the bursar regularly. The Internal Auditing of the institution accounts is done by the qualified chartered accountant appointed by the A.S.High School Khanna Trust and Management society before 31st march annually. In addition to it, Accountant General Punjab also conducts the audit of Government Grants. The audited report is placed before the Management in the meeting and the qualified remarks given by the auditor is also put before the Management to take decisions.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The financial resources are mobilized in efficacious and reliable manner. The institution adopts a proper mechanism for the channelization of SSR (CycleII), A.S. College for Women, Khanna Page 180 financial resources. The annual budget is passed by the governing body. The accounts are frequently monitored by the fully computerized system. All transactions are made through vouchers and collections are accumulated in the Bank. However all the disbursement is done through cheques and bank transfers. Only authorised persons are liable to operate the Bank operations.

Theinstitution is liberal, yet follows the strategy of restraint as for as the expenditure is concerned. The Institution has formed a purchase committee and proper procedure for purchases is adopted. Quotations are called for and the prices are compared. All the bills,even for minor purchases are verified by the convener of the purchase committee before submission to the accounts department. All the Grants obtained from different funding agencies is channelized only after getting approval from top management. The auditing of the college accounts is done by the qualified Chartered accountant.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Research and Development – The college encourages the teachers to update their knowledge and do research work. The college already has 10Ph.D. teachers. Teachers are encouraged to attend seminars, conferences, workshops and submit proposals for projects. Eminent scholars and researchers are invited to deliver extension lectures for the benefit of students.

Co-Academics Activities- The diverse programmes in academics and co-academics as well as sports, cultural and social activities organized by various clubs and societies, NCC and NSS units of the college are well synchronized and reinforced with an effective support system to produce enlightened and self-reliant women as visualized in the vision and mission of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The teaching learning process is scrutinized under the following mechanism adopted by the institution. Staff Meetings: A general staff meeting is conducted to provide an eye view of the important national and international days, celebration of festivals, departmental activities, seminars and activities of various clubs and societies of the College.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

To promote gender equity International Women Day was celebrated by all the PG Departments of the college on 7march,2023. Approximately 80 students attended the activity. Grievance Redressal Cell and Equal Opportunity cell working on continous

basis to promote Gender Equality but as college has female candidats so all oppourtunities for students are shared equally without any discrimination.

Safety and security for girl students is ensured by these personnel. Responsible faculty members can easily monitor the roads and the corridors all the buildings, classrooms and labs regarding gender sensitivity. Grievance Redressal and gender sensitization committee provides convenient opportunities for girl students to raise the problems of harassment preserving anonymity. The college endeavors to look after the total personality development of students through various classes. The Equal opportunity cell has been putting efforts in this direction. There is also presence of girl's common room in the college campus. Safety and security for girl students is ensured by these personnel. Responsible faculty members can easily monitor the roads and the corridors all the buildings, classrooms and labs regarding gender sensitivity.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management Solid Waste is kept in separate containers. When the container is filled,it is kept in separate pit. The waste is kept for decomposition and then itis used as compost for trees and plants planted in the campus. Transport arrangements for solid waste as well as compositing arrangements toconvert into fertiliser are made available.The paper waste of examination branch, general office, library and other departments is sold for recycling of the same. Old damaged furniture items are repaired for reuse of manufacturing of other items of furniture. Liquid waste management Drinking water facility is arranged in every building of the campus. Wastage of drinking water is restricted through proper monitoring. The waste is left for decomposition and then it is used as compost for tree and plants planted in the campus.Waste water is properly drained out to maintain the greenery in the campus as well as providing ecologically aesthetic environment. Proper drainage system is arranged for all the buildings of the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
1. Restricted entry of automobiles	

2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :	**D. Any 1 of the above**

Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse sociocultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. With great fervor the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Sarvepalli Radhakrishnan. Independence Day and Republic Day are also celebrated in the college.

Various Departmental activities were organized by the college like Sanskrit Divas, Hindi Divas, Ozone Day, Declamation Contests, National Youth Day, Voters day, World environment Day etc.

College has its own cell 'Ek Bharat Shresth Bharat'formed under the guidelines of Govt. Of India. This Department conducts activities almost every month to promote cultural, regional, linguistic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institution takes all possible initiatives in organizing various events and programmes for moulding the students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country. As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in blood donation camps, study tours for them that make them understand the importance of protecting the cultural heritage of the country. The students have taken up many cleanliness drives both inside the campus considering it as a responsibility of every citizen. Swachh Bharat Abhiyan has also been an important initiative taken up by NCC and NSS units of the college.

Name of the activity Organising unit/ agency/ collaborating agency Year of the activity Independence Day NSS and NCC 15-08-2023 Republic Day NSS and NCC 26-1-2023 Consumer awareness Program NSS and NCC 20-3-2023 Essay writing competition on freedom fighter Mahatama Gandhi Ji NSS and NCC 10/3/2023 International Women Day NSS and NCC 7/3/2023 Powerpoint competition on Business Startup Plan Commerce Dept 28-2-23 Powerpoint competition on Computer Generations Computer Dept 25-2-23 Essay writing competition on Innovations on 21st centuary Skills 24-2-23 Poster making competition on G20 22-2-23 National Voter Day Celebration 25-1-23 2- days Handycraft learning activities 20-1-3 to 21-1-23 Har ghar Tiranga celebration NCC 13-8-22 Sada Jhanda Sade Rashtera di Ekta & Shershta 14-8-22

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college celebrates National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Every culture has number of festivals and celebration has become a vital activity. Celebration of cultural and constitutional festivals is integral part of college's co-curricular activities. Throughout session different days are celebrated by students with guidance of teachers which help them to know about different cultures and to cognitively imagine India as a nation Republic day is celebrated

every year on 26th January in the college with great enthusiasm and pride. It is a day to remember when India's constitution came into force on 26 January 1950 completing the country's transition toward becoming an independent republic. Independence Day is also celebrated on 15th August in the college with great enthusiasm. It is celebrated on 15th August commemorating the nation independence from United Kingdom on 15th August 1947. It is a day when all staff members and students pay homage to their leaders and those who fought for India's freedom in the past.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice: I

Title of the Practice: ACADEMIC EXECELLENCE DURING SESSION 2022-23

Best Practice:II

Title of the Practice: FORMATION OF CO-ACADEMIC CALENDER AND ITSIMPLEMENTATION

File Description	Documents
Best practices in the Institutional website	https://www.ascwkhanna.com/download/best_practices_2022_2023.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College is marching ahead under dynamic and progressive guidance of A.S. High School Khanna Trust and Management Society, Khanna which consists of highly cultured and enlightened persons. Shri Shri 1008 Swami Narotam Puri Ji Maharaj had been an eminent source of inspiration and the college is flourishing day by day with his blessings. The college aims at providing valuebased education to produce responsible citizens for the nation and to lay stress on Joboriented Courses to make the girl students economically independent. We make the students aware of their health, environmental pollution and to guard themselves and their families against Drug addiction, AIDS and Female foeticide. We organize frequent seminars and workshops to broaden the mental horizons of the teachers and the students.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future plans

1. To purchase of land for college campus

2. To strengthen the existing courses

3. To conduct personality development programmes for students

4. To organise workshops and to introduce short term courses with the help of Commerce, Computer and Fashion Designing Departments.

5. To organise conferences/Extension Lectures by Commerce, Computer Sci. and Post Graduate Departments.

6. Virtual Interaction with parents on Regular Intervals.

7. To introduce more E-Learning material in the Library with the help of National Digital Library

8. Plan to organize Job Placement Fest in the College.

9. Renovation/Upgradation of Indoor badminton hall and Table Tennis hall in the sports ground with the help of Grant from Govt.