



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1. Name of the Institution

A. S. College, Khanna

- Name of the Head of the institution

Dr. K. K. Sharma

- Designation

**Associate Professor and
Officiating Principal**

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

01628228470

- Mobile no

9878809933

- Registered e-mail

asckhn@rediffmail.com

- Alternate e-mail

ascollegekhanna@gmail.com

- Address

Samrala Road

- City/Town

Khanna

- State/UT

Punjab

- Pin Code

141417

2. Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Panjab University, Chandigarh**
- Name of the IQAC Coordinator **Dr. Balwinder Kumar**
- Phone No. **01628228470**
- Alternate phone No. **01628225170**
- Mobile **9417815589**
- IQAC e-mail address **ascollegenaac@gmail.com**
- Alternate Email address **bkaggarwal87@gmail.com**

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

<https://www.asckhn.com/igac/aqar>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.asckhn.com/academics/academic-calendar>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	90.45	2004	03/05/2004	02/05/2009
Cycle 2	A	3.51	2015	15/11/2015	14/11/2020

6. Date of Establishment of IQAC

02/12/2004

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
0	0	0	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 17

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

1) IQAC in association with Dean Academics of the college prepared the academic schedule and activity Calendar for the session 2023-24 for all UG and PG courses compatible with the academic calendar issued by Panjab University for the same session. Further in association with all departments, the cell continued 18 job oriented non formal mode certificate courses for the students. 2) IQAC of the College motivated all the department/cells to develop linkages with industry to have more institution industry interface for increasing students' employability and to aware them of the contemporary issues faced by the present business world in the changing technological and competitive environment. To give our students an extra edge, our college has signed one MOU with Ansh Infotech. 3) Due to the constant efforts of IQAC, various departments conducted seminars, exhibitions, quizzes, debates, presentations, rallies and poster making competitions and various innovative competitions on different occasions. 4) IQAC evolved operational framework for quality assurance by integrating with all academic and administrative operations of the institutions through ERP package from JSR Solution. 5) IQAC cell ensured successful implementation of an organizational level 'Policy Statement' that included a number of policies/procedures and practices to govern its operations. These polices are meant to provide guidance to students, staff, faculty and other stake holders for overall growth and development of the institution.

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
Preparation of Annual Activity Calendar for Academic, Cultural, Co-curricular Activities of the Institution for Quality enhancement	Prepared Academic, Cultural, Cocurricular Activity calendar and communicated to different departments and in-charges of various Cultural and Cocurricular activities and monitored the progress as per schedule
IQAC Co-ordinator informed and accommodated the faculty members to attend orientation /refresher courses/ conferences/ workshops/FDP	The faculty members from the Commerce, Computer Science, Economics, English, Physics and Punjabi attended the Faculty Induction Programs (FIP)/Refresher Courses/ FDP in different academic institutions.
Regular updation of the New dynamic website is ensured.	Dynamic website of A.S. College Khanna has been updated for disseminating the information to the various stakeholders.
To motivate the departments/ cells to organize Seminars/ Conferences/ Workshops sponsored by various funding agencies.	Various departments of the college send proposals for organizing Seminars/Conferences to funding agencies for receiving grants.
To motivate the faculty members to apply for research projects from various funding agencies.	Faculty members from various departments applied for research grants from different funding agencies.
Implementation and conduct of numerous Non-Formal Mode Courses.	8 Non-Formal mode courses were offered by various departments.
To have comprehensive feedback from all stakeholders	The college has a well-maintained Feedback mechanism. Student satisfaction survey was conducted.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing body A.S. College Khanna (Constituent of A S High School Khanna Trust and Management Society)	02/12/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	A. S. College, Khanna
• Name of the Head of the institution	Dr. K. K. Sharma
• Designation	Associate Professor and Officiating Principal
• Does the institution function from its own campus?	Yes
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• Alternate e-mail	ascollegekhanna@gmail.com
• Address	Samrala Road
• City/Town	Khanna
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• Pin Code	141417
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• Location	Rural
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Governing body A.S. College Khanna (Constituent of A S High School Khanna Trust and Management Society)	02/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	20/02/2024

15. Multidisciplinary / interdisciplinary

A.S. College has consistently embraced a multidisciplinary approach in academics and co-curricular activities to foster holistic learning. Students are encouraged to undertake minor and major projects in a multidisciplinary or interdisciplinary mode by forming teams from diverse courses. In the 2023-24 session, the college offers minor projects across various streams, enabling students to engage in research. To support this initiative, the institution provides financial assistance, emphasizing its commitment to academic exploration.

Interdisciplinary collaboration extends to events, where students from different disciplines form teams to participate in competitions, fostering teamwork and diverse perspectives. Since the 2021-22 session, the college has introduced 18 non-formal courses, allowing students to earn certifications in fields beyond their parent discipline, broadening their academic horizons. The institution also offers diploma and add-on courses, such as the Basic Course in German Language (30-day program), which equips students with foundational skills. Other programs enhance practical and interdisciplinary learning, preparing students for global challenges. This integrated approach not only nurtures creativity and innovation but also equips students with diverse skills, ensuring they are well-rounded and ready to excel in academic, professional, and entrepreneurial pursuits.

<https://www.asckhn.com/academics/non-formal-mode-courses>

16. Academic bank of credits (ABC):

Academic Bank of Credit (ABC) scheme of Ministry of Education,

Government of India is specially associated with Universities and Autonomous Colleges. Further, it is submitted that our faculty members are registered for MOOCs Courses and 812 students have subscribed 'digi-lockers' for their all academic achievements.

17.Skill development:

A.S. College places a strong emphasis on Skill Development Courses, aligning with the "Skill India" mission. These courses aim to equip students with essential career-oriented skills tailored to their interests, making their education, employment, and social lives more productive. By fostering a skill-driven approach, the college prepares students not only to secure desirable placements but also to become job creators and successful entrepreneurs. In addition to regular UG and PG programs under Panjab University, the college offers vocational degree courses such as B.Voc in Banking, Insurance & Retailing and B.Voc in Multimedia, Animation & Graphics. Add-on courses in fields like Biotechnology, Industrial Chemistry, and Travel & Tourism further enhance career prospects. The college also provides an array of short-term skill development courses in a non-formal mode, including Filing of Online Tax Returns, GST Applications, Emerging IT Technologies, Vermicomposting, Mushroom Farming, ICT in Education, Photography Basics, German and French Language, UGC-NET Coaching, Cloud Computing, and many more. These courses attract students across various disciplines, fostering interdisciplinary aptitude, creativity, leadership, and management skills. Designed with a balance of theoretical knowledge and practical application, these programs leverage the expertise of in-house faculty and infrastructure, ensuring high-quality learning and skill enhancement for students.

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

Nil

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

The college has the mission to emerge as the centre for excellence and is working hard to achieve the goal. The college is offering different opportunities to the students through its teaching and learning programmes so that the students should develop as an individual to contribute in the advancement of the society and humanity. The college has stated clearly the learning outcomes of the Programmes and Courses by communicating the information regarding various outcomes of the courses to the teachers and students. Hard copies of the syllabus and learning

objectives are available in the departments for ready reference to the teachers and the students. The departments also arrange Orientation Programmes or Tutorial Meetings to make the students aware of the curriculum and the learning outcomes. The Programme Outcomes (Pos), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are framed by the department offering the concerned program after deep discussion and consultation with all the faculty members. The details are communicated through classrooms, Department Notice Boards, Faculty Meetings or Library etc. The awareness on POs, PSOs and COs is consciously promoted in all the interactions with the students.

20.Distance education/online education:

Nil

Extended Profile

1.Programme

1.1	44
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1416
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	675
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	405
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Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
3.Academic						
3.1 Number of full time teachers during the year		59				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
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Data Template	View File					
3.2 Number of sanctioned posts during the year		46.5				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
4.Institution						
4.1 Total number of Classrooms and Seminar halls		38				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		8071014				
4.3 Total number of computers on campus for academic purposes		162				

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

Through its Board of Studies, Punjab University, Chandigarh, regularly develops and updates the curriculum for all courses offered at the college. However, departments offering innovative, skill-based B.Voc degree programs and short-term courses in

informal settings are responsible for reviewing and revising the college-framed syllabi as necessary. To ensure an equitable distribution of workload among faculty members, departmental leaders convene meetings to assign tasks based on faculty expertise and experience. The college follows a structured schedule to facilitate the effective delivery and management of the curriculum. At the beginning of each academic session, students are provided with a detailed lesson plan and a link to the university's syllabus. To enhance teaching effectiveness, various ICT tools are utilized across departments. Curriculum delivery is regularly assessed through class tests conducted by each department. Additionally, remedial coaching is offered to assist slower learners, while specialized coaching is provided to high-achieving students to help them excel and secure merit positions.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.asckhn.com/academics/academic-calendar

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

A.S. College strictly follows the academic calendar issued by Panjab University, Chandigarh, while also preparing an institute-level calendar for effective implementation. Each teacher is assigned subjects for the academic year and plans the teaching and evaluation schedule accordingly. The Head of the Department compiles these academic plans, which are further consolidated by the IQAC to create a comprehensive plan shared with students.

All academic and co-curricular activities, including Continuous Internal Evaluation (CIE), are conducted as per the calendar of events, barring unforeseen circumstances. Departments ensure compliance by submitting regular updates on their adherence to the academic calendar.

CIE strategies include continuous monitoring of students' academic progress through assignments, projects, lab work, vivas, unit tests, and mid-term examinations. Attendance records and academic performance are meticulously maintained. The College Examination Board oversees internal assessments and ensures timely submission

of students' records to Panjab University for final examinations.

By integrating systematic planning and regular monitoring, the institution ensures transparency and consistency in its evaluation process. The final semester examinations are conducted by Panjab University, ensuring that all evaluations align with university standards and maintain academic integrity.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.asckhn.com/student-zone/prospectus

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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)

13

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

150

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The first year curriculum of every UG degree program includes topics such as "Environment, Road Safety Education, Violence Against Women/Children, and Drug Abuse," focusing on environmental sustainability and social issues. This course, recommended by the university, aims to raise students' awareness. The college has established a Women's Grievance Redressal Cell to provide

counseling to students, promote gender equality, and address safety and security concerns for female students, staff, and faculty. To ensure safety, the campus is equipped with high-level security measures and CCTV surveillance, and it is maintained as a "ragging-free" zone.

Core subjects, such as company marketing management, entrepreneurial development, and state legislation, incorporate professional ethics into classroom learning. The college also emphasizes environmental sustainability through an extensive tree-planting initiative led by NCC/NSS, which includes 200 plant varieties, such as medicinal and seasonal plants, creating an eco-friendly campus environment.

The college celebrates national and international occasions, including Republic Day, Independence Day, Women's Day, Teacher's Day, International Yoga Day, Environment Day, Earth Day, and more. These events aim to instill moral, ethical, and social values in students. Additionally, workshops and lectures on ecology and environmental conservation are conducted to educate students on the sustainable use of natural resources.

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

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

03

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

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

178

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.asckhn.com/igac/feedback
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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.asckhn.com/igac/student-satisfaction-survey

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

1416

File Description	Documents
Any additional information	View File
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

675

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 university acknowledges the presence of both advanced and slow learners among its admitted students and implements various

strategies to support slow learners in adapting to the academic environment. Lecturers identify the advanced and slow learners in each batch for every course. Recognized slow learners receive special attention, with concepts being taught at a more gradual pace to enhance their understanding. To further boost their confidence, extra or special classes are occasionally arranged for them. Similarly, advanced learners are identified and provided with challenging assignments to enhance their academic performance. To cater to their academic needs, the university frequently invites resource persons from other institutions to deliver expert guidance.

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

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

Number of Students	Number of Teachers
1416	59

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 adopts innovative strategies to enrich the learning experience. These strategies include a diverse range of teaching methods such as visual illustrations, specialized lectures, project-based learning, hands-on experimentation, traditional lectures, and the integration of Information and Communication Technology (ICT) in instruction. The faculty fosters a supportive learning environment through experiential teaching techniques, including practical experiments, live demonstrations, visual aids, educational field trips, exhibitions, and academic presentations. Notably, student seminars are an essential part of the institute's curriculum.

1. Hands-on laboratory sessions in the Science, English, and

Music departments.

2. Academic assignments and tasks assigned to students.
3. Student participation in seminars, conferences, and other related events.
4. The editorial process of the college magazine, with student editors involved.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.asckhn.com/student-zone/prospectus

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

The use of Information and Communication Technology (ICT) at our institution significantly enhances the teaching and learning experience. By integrating technology into traditional instructional methods, the faculty creates a dynamic and engaging learning environment. Here's a summary of the ICT tools and their applications:

ICT Infrastructure:

- Classrooms and laboratories are equipped with ICT capabilities, including projectors for interactive teaching.
- The campus offers high-speed Wi-Fi to ensure seamless connectivity.

Teaching Tools & Practices:

1. Google Classroom: Used for managing and sharing course materials, such as learning resources, quizzes, and assignments.
2. PowerPoint Presentations: Enhanced with animations and simulations to make lessons more engaging and effective.
3. Video Lectures: Uploaded on suitable platforms to provide students with supplementary learning resources.
4. Online Quizzes: Administered to assess students' understanding and gather feedback.
5. Microsoft Teams' Whiteboard & Google Meet's Jamboard: Used to teach mathematical subjects interactively during online sessions.

Other ICT Applications:

- **Video Conferencing:** For conducting virtual classes, meetings, and discussions.
- **Online Competitions & Webinars:** To encourage active participation and foster knowledge sharing.

By effectively combining these technological tools, the institution creates an enriched learning environment, supporting student engagement and long-term learning outcomes.

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

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

32

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

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

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

30

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

59

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

2.5 - Evaluation Process and Reforms

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

The internal assessment system serves as a reflection of the effectiveness of teaching. To ensure transparency, the internal assessment process is communicated to students well in advance. The Principal organizes meetings with faculty members and provides guidance to ensure the proper implementation of the evaluation process. Continuous evaluation is carried out through activities like Group Discussions. Internal examinations are conducted not only to assess student performance but also to evaluate teaching effectiveness. At our college, regular tests are held by subject teachers after completing prescribed syllabus portions, with assessments conducted at regular intervals. These tests follow the pattern of final examinations. Each subject teacher carefully marks the answer scripts and takes necessary actions to enhance student performance. Detailed records of these tests are maintained to track student progress. Additionally, seminar presentations help improve students' communication skills. In this way, the internal assessment mechanism remains transparent, effective and reliable.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.asckhn.com/student-zone/prospectus

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

Internal examinations are conducted to enhance student performance. To ensure transparency in the system, internal assessments are communicated to students in advance. At the college level, the evaluation of examinations is carried out meticulously. If a student believes that the marks awarded in any paper are unjust, they can apply for reevaluation by paying the required fee to the college within fifteen days after the declaration of result. Students who perform poorly receive personalized guidance. The internal assessment system enables teachers to evaluate students more accurately. Mid-Semester Tests (MSTs) are conducted every semester, with schedules prepared and shared well in advance. This system boosts students' interest in learning and encourages regular class attendance. The college also has a grievance redressal mechanism for internal examination-related issues. Students are encouraged to review their answer sheets, and they are welcome to discuss any concerns with the teacher to resolve discrepancies. The college takes proactive

steps to address and resolve grievances in a timely and efficient manner.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.asckhn.com/policies/policy-for-examination

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.

The college is dedicated to becoming a center of excellence and is actively working toward this goal. It offers a variety of opportunities through its teaching and learning programs, aiming to help students develop as individuals who can contribute to the progress of society and humanity. The college has clearly defined the learning outcomes of its programs and courses, ensuring that both students and teachers are informed about these objectives. Hardcopies of the syllabus and learning objectives are readily available in the departments for easy access. Additionally, departments organize Orientation Programs and Tutorial Meetings to familiarize students with the curriculum and expected learning outcomes. The Program Outcomes (POs), Program-Specific Outcomes (PSOs), and Course Outcomes (COs) are developed through thorough discussions and consultations among the department's faculty members. These outcomes are communicated to students via classrooms, department notice boards, faculty meetings, and the library. The college consistently fosters awareness of POs, PSOs, and COs through ongoing interactions with students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.asckhn.com/igac/course-outcomes
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 process plays a crucial role in evaluating the outcomes of a course. Student performance in examinations serves as a key indicator of how well the programme outcomes have been achieved. This process involves direct methods of measurement, such as assigning various tasks to students. Course outcomes are assessed through several components, including the syllabus, its completion, continuous evaluation (internal assessment), question paper design, evaluation, and results. Additionally, student assignments, projects, mid-term examinations, and final exams are integral parts of this process. At the departmental level, Heads of Department and faculty members work together to ensure timely course completion. In certain cases, extra classes are organized for students identified as performing below average. A minimum attendance of 75% is required to qualify for the final exam, ensuring active student participation in the course. Examinations are conducted to assess students' competencies. For each course, the attainment level of each course outcome (CO) is compared against predefined targets. If the target is not met, the course coordinator takes appropriate measures to address the gap. Faculty members provide recommendations for improvements to ensure the desired outcomes are achieved.

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

405

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	https://www.asckhn.com/igac/annual-report

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.asckhn.com/igac/student-satisfaction-survey>

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

06

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

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

A.S. College, Khanna under its Research Policy aimed at fostering research, innovation, and entrepreneurship among undergraduate and postgraduate students. The Small Grants Programme, will provide total grant of INR 60,000 over period of six months, is specifically designed to support students in undertaking minor research, innovation or startup projects.

Program Overview:

- Grant Amount: INR 60,000
- Target Audience: UG and PG students of the college
- Thrust Areas: Language & Social Sciences, Physical & Life Sciences, Commerce, IT
- Initiatives Supported: Minor research, innovation, entrepreneurship or startup projects

Process:

1. Call for Proposals: The Research & Development Cell will announce the Call for Minor Research Projects at the start of each academic session.
2. Proposal Submission: Students must prepare their research proposals as per the format and guidelines provided by the RDC.
3. Review & Selection:
 - First Round: Initial applications will be reviewed by the RDC.
 - Final Selection: The final selection will be made by a joint committee of the RDC and the Internal Quality Assurance Cell, chaired by the principal of the

college.

This initiative is a valuable opportunity for students to explore and develop innovative ideas that can contribute to their fields and potentially lead to broader applications.

File Description	Documents
Upload any additional information	View File
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

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

10

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)	View File
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

08

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

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

20

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

A. S. College, Khanna has actively engaged in numerous extension and outreach activities throughout the year, promoting social responsibility among students. Key programs included the Tree Plantation Drive and Independence Day Celebrations, both part of the Azadi Ka Amrit Mahotsav, which emphasized environmental sustainability. The college also organized Swacch Bharat initiatives, including the Cycle Rally on Swacchta hee Sewa and Cleanliness Day Celebrations, involving students in local clean-up efforts.

Health awareness programs were another focus, such as the Medical Camp on Eyes and Skin Diseases and multiple Blood Donation Camps, where students participated in significant numbers. The college

further hosted educational activities like lectures on Artificial Intelligence and Cyber Security, workshops on skill development, and cultural events like Sanjhiwalta Divas.

By participating in over 50 activities throughout the year with the active involvement of the students, the institution has made significant strides in nurturing socially aware, responsible citizens. Through these initiatives, A. S. College continues to play a pivotal role in enhancing students' holistic development while addressing social, environmental, and health-related concerns within the 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

02

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

3.4.3 - 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

57

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

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

7165

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

3.5 - 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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college offers state-of-the-art infrastructure and facilities that enhance the teaching and learning experience. All classrooms are equipped with LAN connections, Wi-Fi for students, microphones, high-quality sound systems, and soundproof walls for an optimal learning environment. Some classrooms also feature video conferencing facilities, allowing students to attend live lectures remotely.

Our well-equipped computer labs support hands-on learning for lab-based classes, and a variety of specialized software is available for both students and faculty, aiding in teaching, learning, and research activities. The entire campus is Wi-Fi enabled, ensuring seamless internet access from every corner.

Additionally, the college boasts modern MDP (Management Development Programme) classrooms, which are exclusively designed for conducting specialized training sessions. The institution regularly organizes online quizzes, seminars, and other academic events. Students can conveniently submit their assignments via email for evaluation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asckhn.com/infrastructure/science-labs

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

The college has both indoor and outdoor sport facilities. It has well equipped gymnasium. It has badminton court, volleyball court, basketball court, lawn tennis in the campus. Among the indoor games, the students enjoy playing table tennis, chess, etc. Common room for boys and girls for watching TV and reading books and newspapers. The college has state of art open Air theatre which is used for organizing different cultural and social activities. Library The library is a knowledge bank. It has an organized collection of information resources. It continues with its endeavours to add to its collection books, print journals and etc and get itself updated regularly. Presently library has an impressive collection of Books 54945 which include bound periodicals, reference books and etc. 12 newspapers received in the college library. UGC network resource centre also established in the college library so that students use this. Computer facilities Recognizing the importance of technology in education, college computer centre has implemented latest state of the art IT infrastructure. All IT infrastructure in the campus is provided power through centralized generator. Failover has been taken care at all possible level. College stadium - Seating capacity of 500 spectators Annual sports events:- 1. Inter Class competitions 2. Annual Athletic meet for college male and female students 3. Annual cross country competition for college male students 4. Annual veteran walk for men and women Fee Concession: - The College awarded its Inter-college medallists with a fee concession of 70% for gold medallist, 50% for silver medallist and 30% for bronze medallist.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.asckhn.com/infrastructure/badminton-court

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

54

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asckhn.com/infrastructure/seminar-hall
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

24,18,600 INR

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)	View File

4.2 - Library as a Learning Resource

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

Established in 1946, the A.S. College Library was founded alongside the college itself in Khanna. The library serves the academic needs of students across various courses, including B.A., B.Sc. (Medical and Non-Medical), B.Com., B.C.A., M.A. (English, Punjabi, Political Science, History, Economics), M.Com., and M.Sc. (Mathematics and Chemistry), as well as faculty and non-teaching staff.

The library operates from 8:15 A.M. to 4:00 P.M. and houses a substantial collection of over 55,000 printed books. In addition to its physical collection, the library provides access to e-books and e-journals through the NLIST (National Library and Information Services Infrastructure for Scholarly Content) program.

To streamline its operations, the library uses the SOUL 2.0 Library Management Software, which facilitates efficient acquisition, circulation, cataloging, and serial control.

The college library is also linked to the Panjab University Extension Library in Ludhiana, offering students access to an expanded range of resources. Faculty and staff can become members of the A.C. Joshi Library at Panjab University, Chandigarh, and gain access to additional e-resources subscribed by the university.

For continuous improvement and to ensure that the library meets the needs of its users, a Library Advisory Committee is in place to gather feedback from both students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.asckhn.com/library/library-advisory-committee

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 B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

58,219 INR

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

26

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Recognizing the pivotal role of technology in education, the institute has implemented cutting-edge IT infrastructure to enhance its services. The primary goal is to ensure maximum uptime, including maintaining server availability, data recovery, backup systems, storage management, hardware and network operations, and simplifying end-user support. This is achieved through the development of failover equipment at critical points across the campus. Additionally, the entire IT infrastructure is supported by a centralized power generator to ensure continuous operation.

The institute is guided by a robust and dynamic IT policy that focuses on providing uninterrupted services to all stakeholders—faculty, staff, officers, and students. This policy encompasses a centralized data center, a fully Wi-Fi-enabled campus, learning management systems, web services, and email

services.

The campus network is entirely built on this advanced IT infrastructure, which is regularly updated to stay ahead of technological advancements, as the institute recognizes that IT infrastructure quickly becomes outdated. The institute's budget allocation for IT is aligned with current needs while also anticipating future demands. As a result, the college takes pride in having one of the best IT infrastructures in the region.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.asckhn.com/policies/it-policy

4.3.2 - Number of Computers

162

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

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

1330241

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)	View File

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

The college has a well-structured system for managing its physical, academic, and sports infrastructure. Each facility is overseen by a designated faculty head or in-charge, supported by dedicated staff members. Academic resources, such as the library, labs, seminar rooms, and specialized spaces like language and music labs, are maintained by their respective in-charges.

The college librarian, assisted by the Assistant Librarian and staff, ensures smooth library operations. Science and Computer Science departments have fully equipped labs to enhance practical learning, while the overall hardware infrastructure is managed by the Network Administrator. This role includes overseeing the purchase, installation, and maintenance of both hardware and software, in collaboration with the Computer Department. The Network Administrator also monitors the use of hardware, software, and internet facilities for security and performance.

The college website is regularly updated by the Website Committee, with input from faculty and administration. The Administration department is responsible for classroom maintenance, ensuring a suitable learning environment. The Library Committee meets regularly to address library-related matters, while the Timetable Committee coordinates classroom allocations. Additionally, sports facilities, including the gymnasium and sports grounds, are managed by the student body, which organizes and schedules their use.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.asckhn.com/policies#

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

220

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

148

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://asckhn.com/storage/uploads/NonFormalMode_1707321168.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

172

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

172

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	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

9

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

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

5.2.2.1 - Number of outgoing student progression to higher education

76

File Description	Documents
Upload supporting data for student/alumni	View File
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

12

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

5.3 - Student Participation and Activities

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

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

88

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
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)

A.S. College consistently promotes a multidisciplinary approach in both academic and co-curricular activities. Students are encouraged to undertake minor and major projects in a

multidisciplinary or interdisciplinary mode by forming teams comprising members from various courses. Similarly, students are motivated to collaborate across disciplines to participate in diverse events, fostering teamwork and holistic learning.

Currently, the college offers 19 non-formal courses designed to provide students with certifications in fields beyond their parent disciplines. Additionally, A.S. College provides various diploma courses as add-ons, including a Basic Course in German Language (30-day program). Through this course, students acquire fundamental skills such as counting, identifying colors, and engaging in conversations across different scenarios.

From the academic session 2022-23 onwards, the college has also initiated assistance for minor projects for final-year students under the RDC (Research and Development Cell), further enhancing their research capabilities and interdisciplinary exposure.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/academics/research-&-development-cell
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

67

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

5.4 - Alumni Engagement

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

A.S. College takes immense pride in its Registered Alumni Association (Registration No. 1789/1998), which plays a pivotal role in the institution's development through financial contributions and various support services. This association fosters a robust network of former students, ensuring a lasting connection with their alma mater. Over the years, the alumni have become the backbone of the college, enriching its legacy of success and glory.

The Alumni Association meets regularly with the management, serving as a flag bearer of the institution's progress. It actively participates in holding interactive sessions, motivating current students on topics like social adjustments and career opportunities. Alumni Day is celebrated annually to honor their achievements, with distinguished alumni selected as guests of honor to inspire the younger generation.

The alumni provide numerous benefits to students, including:

- Personality Development Programs
- Career Advising
- Industry-Institute Interaction
- Mentoring
- Placement Assistance
- Project Sponsorship
- Seminars for Final-Year Students

Beyond professional guidance, the alumni contribute by utilizing their experience, zeal, and resources to support the weaker sections of society. They offer assistance in the form of educational scholarships, medical relief, and sports education to underprivileged students that reflects their commitment to nurturing the future of College and empowering its students for greater success.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/page/alumni
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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

Vision

Improving the lives of our students, their communities and enhancing the socio- economic prosperity of the region through education while inculcating the spirit of nationalism and striving for excellence in everything we do.

Mission

The institution is committed to impart integrated and personalized education which fulfills the idea of higher education, national goals and Globalisation to all sections of the society particularly to the rural and less privileged social groups for creating intelligent, socially committed, secularly imbued and patriotic good human being in line with the traditions of our culture and society.

Governance: In order to accomplish the vision and mission targeted by the college, the college provides open environment to all the faculty members of the college. Any activity (Whether departmental or college level) is being made great success by the endless efforts of the faculty members as well as students.

Perspective plans towards accomplishing the vision and mission of the College:

- The IQAC of the college actively supports and motivates faculty members to publish research papers and books, fostering a culture of academic contribution and scholarly engagement.
- The IQAC of the college encourages teachers of the college to participate in conference, workshops, seminars and

faculty development programmes.

- The IQAC of the college motivates faculty members to incorporate ICT-enabled tools in their classrooms.
- The teachers motivate the students to participate in extra-curricular/ sports activities.
- Lectures/workshops are organized regularly in the college to help students enhance their skills.

File Description	Documents
Paste link for additional information	https://asckhn.com/about/vision
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 operates with a decentralized structure, where various committees and clubs are established to ensure the efficient management of both academic and co-curricular activities. The committees are comprised of a convener (Senior member) and some other faculty members. These committees have major role to play in achieving institution objectives. The convener assigns various tasks to the committee members to accomplish the activity in the best possible way. All the department level activities are handled by concerned heads taking into consideration the suggestions and feedback from all the members of the respective department.

In order to strengthen participative management, suggestions of the students are taken into account by the means of student welfare council. Position holders of all the classes and the students having leadership qualities from sports, NCC, NSS, Youth Services club etc. are nominated for this council. Members of this council play a vital role in the success of various important events like annual sports meet, youth festivals, prize distribution and convocation, etc. The main focus of this council is to ensure the satisfaction of all the students of the institution to a large extent.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/administration/college-committees
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has experienced continuous growth in recent years, marked by significant advancements in both academic and infrastructural development. The College has well defined Strategic Planning and Development Programme for continuous growth. The planning involves various aspects of academics, infrastructure, teaching-learning process and governance reforms. The main aspects of the College Strategic/Perspective Plan are the following:

Strategic Plan:

- To achieve excellence in academics as well as extra-curricular activities
- To maintain good relations with alumni for the growth of institution
- To utilize grants received from the Government in the best possible way.
- To establish MOUs with various Government and non-Government organizations for skill development and to enhance the opportunities available to the students.

Strategic deployment:

- Faculty of the college updates the educational qualification time to time to achieve excellence in academics.
- Alumni of the college contributes significantly in developing the infrastructure of the college with the help of donations.
- IQAC of the college conducts regular meetings with the principal and faculty members to execute the plans in an appropriate manner.
- An MOU has been signed between A. S. College Khanna and Ansh Infotech in February 2024 to provide job opportunities to our students of various disciplines.

- Various departments of the college organize webinars and workshops for the academic growth of faculty and students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.asckhn.com/academics/mou's
Upload any additional information	View File

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.

The college is operated under the administration of the A. S. High School Khanna Trust and Management Society. The overall functioning of the college is controlled by this committee. The entire functioning of the college remains within the framework established by Panjab university, DPI colleges and University Grant Commission with each having a representative in the college. Principal is the main executive of the college who coordinates all the activities of the college. All the decisions regarding admissions, workload distribution, time table, purchase of items, maintenance of infrastructure are taken by the respective committees. These committees consist of one convenor (a senior faculty member) and some other faculty members.

The IQAC of the college plays a major role in the maintenance of quality in both academics and extra-curricular activities. It conducts regular meetings with the faculty members for changes in the system of the college. Heads of the departments, convenors of the various committees, in-charges of the various cells and bursar take various decisions regarding the college activities at their level.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/about/history
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has a robust welfare system in place for both teaching and non-teaching staff. The available facilities for staff are as follows:

- Colleges contributes in the EPF as per rules and adequate loans can be advanced out from the PF deposited.
- The teaching and non-teaching staff are given the facility of computer, printer and Wi-Fi system in the college.
- Laptop facility is given to some senior teaching and non-teaching staff members according to the nature of work allotted to them.
- Well-spaced Parking facility is available for the teaching and non-teaching staff.
- College has well-spaced and hygienic canteen with a large variety of food items on reasonable prices.
- The teaching staff of the college are given flexibility to adjust their timings in case of any emergency without effecting studies of the students.
- The wards of the non-teaching staff are given some concession in the fee during the programme.
- First aid facility is available for students and staff in the dispensary of the college.
- Free accommodation is provided to some of the non-teaching staff along with family in the college quarters.
- Free uniforms are provided to the non-teaching staff.

- Interest free loans are given provided to the non-teaching staff in order to purchase food grains.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/policies#
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

8

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The college follows the performance appraisal system prescribed by Panjab University, Chandigarh, as well as guidelines set by the UGC/DPI (Colleges) to foster the professional growth of faculty members. This system is designed to assess and recognize the

contributions of faculty, aiming to enhance their development and performance in teaching, research, and service. Teaching and non-teaching staff is required to fill self-appraisal form and submit the same to the academic council which is also required for the higher scales and annual increments. The staff of the college also fills Annual confidential report (ACR) which is sent to DPI (Colleges). On the basis of the information provided by the teacher in the ACR, college promotes them to the higher grade as per rules.

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

The college ensures transparency in its financial management through regular audits of its income and expenditure. Auditing has been done by internal as well as external auditors. Internal audit is done by Bursas, a senior teacher appointed by Principal and Chartered accountant appointed by managing Committee of the college. Balance sheets are presented to governing body in the general body meeting annually. The external Audit is carried out regularly by a team from the Auditor General, Punjab and Finance Department, Punjab.

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

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

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

1.44 Lakh

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

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

The college has an effective system in place for mobilizing funds and efficiently utilizing available financial resources.

The following are the sources of the generation of funds:

- The college receives 95% of the salary under grant-in-aid scheme from the Punjab government for both teaching and non-teaching staff.
- For the procurement of grants from UGC, the college has a team of faculty members under the banner of UGC cell.
- The College receives huge amount of money in the form of scholarships from government and non-government agencies.
- College also receives funds from its alumni members as well as from several non-government agencies in the form of donations.
- The management of the college contributes in the salaries of the staff members who are not covered under the grant-in-aid scheme of Punjab Government.
- Fees collected from the students which are admitted in the various courses run by the college.
- Rent from the bank building and the college canteen serve as additional sources of income for the college.

The management of the college utilizes the resources of the college in a proper way by adopting the suggestions given by IQAC of the college. The funds are utilized properly in the given time frame.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/student-zone/prospectus
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

College with the initiatives of IQAC has institutionalized two practices in the direction of quality assurance strategies.

Academic Audit: Academic audit is done to maintain standards of teaching -learning process in all disciplines by academic coordinators. Practices like academic calendar preparation, Time table, selection of papers to be taught, regular assignments, class, mid semester exams towards academic quality assurance are handled by the convenor of the respective committees. Remedial classes are taken for weak students. Record of faculty achievements, research publications in national and international journals, paper presentation, seminars attended and workshop attended are maintained on regular basis for the purpose of quality Maintenance.

Administrative Audit: Regular audit is done for administrative works like uploading of marks on portal, documentation and updation of personal details of all the students, transparent fee submission procedure, attendance record of students as well as faculty.

Feedback from students: There is proper feedback system for students depending upon various parameters like infrastructure, parking facility, dissemination of lectures, ICT enabled tools, discipline and facilities, environment, support of teaching and non-teaching staff etc.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/iqac/feedback
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 IQAC of the college plays the major role to improve the activities of the college by reviewing them continuously. The IQAC conducts regular meetings in order to improve the infrastructure of the college, professional growth of the faculty, feedback system and teaching learning process in the following ways.

Professional Development of faculty: The faculty members of the college do their best to develop themselves professionally. In this direction, Some faculty members of the college have obtained PhD degree.

Feedback System: To improve the quality of teaching learning process, infrastructure and other activities of the college, feedback from the students, parents and teachers plays a major role. Feedbacks are received collected, classified and analyzed in a very systematic way in the college.

Teaching-Learning processes: In order to improve quality of teaching learning process, the heads of all the departments take pain in the distributing the papers among the faculty members of the department in the way which suit them according to their research area. Group discussion, regular tests, use of ICT enabled tools are very common in the teaching learning process. Assignments are also given to the students by concerned teachers periodically.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/iqac/feedback
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.asckhn.com/igac/annual-report
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

The institute supports the principle of gender equality by upholding inclusion, diversity and justice. A.S. College annually ensures the following through its faculty, staff and student programs;

- Conducting workshops and seminars to promote gender sensitive communication for its students and staff.
- Students are urged to meet faculty members for counseling and personal guidance to discuss gender related concerns.
- Faculty members are always encouraged to promote fair participation for leadership roles in order to maintain a gender balance in team events.
- Encouraging multidimensional representation of women and men.
- Promoting balanced gender participation in employing various committees.
- The code of conduct meant for students promotes gender equality at the various levels.

File Description	Documents
Annual gender sensitization action plan	https://www.asckhn.com/igac/policy-on-gender-equity
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.asckhn.com/igac/special-facilities-provided-for-women

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste Management:The Institute is honored with 'Overall Environmental Education and Awareness Award' by the National Edutrust of India for its commendable dedication to environmental education and awareness. The institute has also been awarded in Swachhata league competitions under Swachhata Hi Sewa Campaign 2023. The solid waste in the campus is wisely managed. Waste is segregated at the source for an effective recycling. The leaf litter and plant waste is transformed into useful manure or utilized to make compost in the vermi composting unit.

Liquid waste Management: The waste water at different points in the campus is disposed off into the sewage system as per the accepted norms ensuring that this waste does not contaminate the water inlet sources and no water stagnation is allowed.The waste water from the RO water treatment plants is recycled to be used for watering the lawns, toilets etc. The waste water from AC units is utilized for miscellaneous purposes like cleaning and washing

etc.

E waste Recycling: E waste bins have been installed in the library and computer department to collect the electronic waste for its segregation at the source and recycling as this e waste proves to be hazardous for the environment.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

B. Any 3 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	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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 has implemented several initiatives to foster an inclusive environment, promoting tolerance and harmony across various cultural, regional, linguistic, communal, and socioeconomic diversities. Through a series of extension and outreach programs, the institution has collaborated with local communities, NGOs, and industries to enhance awareness and understanding among students and the broader community.

For example, the college organized the Azadi Ka Amrit Mahotsav celebrations, which included activities like tree plantation drives, Independence Day events, and environmental protection awareness campaigns, engaging students in social responsibility. The NSS, NCC, Red Cross units have also organized numerous health and awareness programs, such as medical camps, blood donation drives, and workshops. These initiatives help cultivate an environment of respect and support for diverse groups, emphasizing inclusivity and community service.

Moreover, the outreach programs of the institution also cover educational support, such as free UGC NET coaching and skill development workshops, ensuring that students from varied backgrounds have equal access to opportunities. Cultural events, like Lohri celebrations and debates on social issues, provide students with platforms to showcase and appreciate different cultural expressions, fostering unity in diversity. These initiatives, with active student participation, contribute significantly to creating a harmonious and inclusive environment within the institution.

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

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

The institution actively engages students and employees in sensitizing them to their constitutional obligations, emphasizing values, rights, duties, and responsibilities of citizens through a wide range of extension and outreach activities. These activities, conducted by various units such as NSS, NCC, Red Ribbon Club, Rural Management Cell, Women Empowerment Cell address critical societal issues while fostering awareness and promoting active participation in nation-building.

Key programs like the Independence Day Celebration, Republic Day Celebration, and National Unity Day encourage students to reflect on the significance of national identity, unity, and constitutional values. Activities like Swachh Bharat Abhiyan, Health Awareness Camps, and Exhibition on AIDS Awareness raise awareness about public health, environmental responsibility, and social welfare, directly aligning with citizens' duties to promote well-being. The Vigilance Awareness Week and Blood Donation Camps highlight the importance of integrity, civic participation, and humanitarian service, integral to a responsible citizen's role.

Programs also foster inclusivity and civic responsibility, such as debates on social issues like cleanliness and environment protection, lectures on Artificial Intelligence, and Cyber Security, and interactive workshops on sustainable practices. Students actively engage in these programs, with hundreds participating throughout the year. Through these efforts, the institution nurtures a sense of duty, awareness, and responsibility towards the Constitution, empowering individuals to contribute positively to society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.asckhn.com/student-zone/list-of-activities
Any other relevant information	https://www.asckhn.com/student-zone/ncc

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

4. Annual awareness programmes on Code of Conduct are organized

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

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

The institution celebrates and organizes various national and international commemorative days, events, and festivals throughout the year, fostering a sense of patriotism, community engagement, and awareness among students and staff. These events are often conducted in collaboration with units like NSS, NCC, Red Ribbon Club, Youth Club and various academic departments.

Noteworthy celebrations include Independence Day, marked by a Tree Plantation Drive and a poster-making competition on HIV/AIDS,

aligning with the Azadi Ka Amrit Mahotsav. Republic Day and National Unity Day celebrations emphasize national integrity, while National Youth Day honours the legacy of Swami Vivekananda. Environmental awareness is also promoted through events like World Wetland Day, World Water Day, and World Environment Day, encouraging students to take responsibility for ecological conservation.

Religious and cultural observances such as Lohri, Veer Baal Divas, and International Women's Day foster cultural unity and awareness of gender issues. Additionally, programs like Vigilance Awareness Week and Blood Donation Camps highlight civic duties and social responsibility. Special lectures, workshops, and exhibitions on relevant issues such as Cyber Security and Artificial Intelligence enhance students' understanding of contemporary challenges.

These events witness enthusiastic student involvement, with activities aimed at instilling values, promoting awareness, and reinforcing the students' role as responsible members of society.

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

7.2 - Best Practices

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

Best Practice 1

Title:Providing Assistance (Financial and Books) to the needy students

Objectives of the Practice:We aim to illuminate students' lives and to provide requisite assistance to the needy students.

Context:The scheme is successfully implemented to benefit maximum number of students.

Practice:Financial assistance is provided with the help of many philanthropist organizations and government schemes. Departmental Book banks are established to provide books to the students.

Evidence of Success:A large number of students have successfully graduated from this college with the help of aid provided to them.

Problems Encountered and Resources Required:The main problem encountered was to find enough donors for providing financial assistance.

Best Practice 2

Title:Participation in Extracurricular Activities

Objectives of Practice:The objective is to ensure multifaceted development of the students in sports, cultural etc. along with academics.

Context:Students can learn to balance their studies with extracurricular activities and excel in various fields.

Practice:Our students participated in various cultural and sports events and made the Institution proud by their excellent results.

Evidence of Success:Our students won 2nd Runner Up trophy in the PanjabUniversityZonalYouthFestival and also brought laurels in various sports activities.

Problems encountered and Resources required:The problem lied in identifying and training the best talent.

File Description	Documents
Best practices in the Institutional website	https://www.asckhn.com/igac/best-practices
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 institution has steadfastly upheld its vision of enhancing the

lives of students, their communities, and boosting the socioeconomic prosperity of regions through education. It fosters a sense of nationalism and strives for excellence in all its endeavors. Consistently adapting to emerging educational trends, the college has continuously introduced new courses and subjects in its curriculum to meet the evolving needs and aspirations of students.

Since the academic session 2018-19, the college has also introduced the M.Sc. (Chemistry) program, further expanding its academic offerings. The institution boasts a magnificent campus with impressive infrastructure, including spacious playgrounds, well-equipped laboratories, a Digital Laboratory, and a Career Guidance Centre. Additionally, students have access to a Gymnasium, Audio-Visual Teaching Aids Cell, Language Lab, UGC Network Resource Centre, a newly developed PG Block, a Hi-Tech AC Auditorium, Seminar Hall, a short firing range, a Boxing ring, and a non-residential student centre.

These modern facilities stand as a testament to the dedicated efforts of the founders, builders, and custodians of this great temple of learning. The campus, set in a serene and lush green environment, provides a holistic space for the all-round development of students. Academic and extracurricular activities are given equal emphasis, aligning with the institution's vision and priorities. The consistent merit positions of students in University Examinations are a clear reflection of the institution's commitment to academic excellence.

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

Through its Board of Studies, Punjab University, Chandigarh, regularly develops and updates the curriculum for all courses offered at the college. However, departments offering innovative, skill-based B.Voc degree programs and short-term courses in informal settings are responsible for reviewing and revising the college-framed syllabi as necessary. To ensure an equitable distribution of workload among faculty members, departmental leaders convene meetings to assign tasks based on faculty expertise and experience. The college follows a structured schedule to facilitate the effective delivery and management of the curriculum. At the beginning of each academic session, students are provided with a detailed lesson plan and a link to the university's syllabus. To enhance teaching effectiveness, various ICT tools are utilized across departments. Curriculum delivery is regularly assessed through class tests conducted by each department. Additionally, remedial coaching is offered to assist slower learners, while specialized coaching is provided to high-achieving students to help them excel and secure merit positions.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.asckhn.com/academics/academic-calendar

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

A.S. College strictly follows the academic calendar issued by Panjab University, Chandigarh, while also preparing an institute-level calendar for effective implementation. Each teacher is assigned subjects for the academic year and plans the teaching and evaluation schedule accordingly. The Head of the Department compiles these academic plans, which are further consolidated by the IQAC to create a comprehensive plan shared

with students.

All academic and co-curricular activities, including Continuous Internal Evaluation (CIE), are conducted as per the calendar of events, barring unforeseen circumstances. Departments ensure compliance by submitting regular updates on their adherence to the academic calendar.

CIE strategies include continuous monitoring of students' academic progress through assignments, projects, lab work, vivas, unit tests, and mid-term examinations. Attendance records and academic performance are meticulously maintained. The College Examination Board oversees internal assessments and ensures timely submission of students' records to Panjab University for final examinations.

By integrating systematic planning and regular monitoring, the institution ensures transparency and consistency in its evaluation process. The final semester examinations are conducted by Panjab University, ensuring that all evaluations align with university standards and maintain academic integrity.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.asckhn.com/student-zone/prospectus

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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)

13

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

150

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The first year curriculum of every UG degree program includes topics such as "Environment, Road Safety Education, Violence Against Women/Children, and Drug Abuse," focusing on environmental sustainability and social issues. This course, recommended by the university, aims to raise students' awareness. The college has established a Women's Grievance Redressal Cell to provide counseling to students, promote gender equality, and address safety and security concerns for female students, staff, and faculty. To ensure safety, the campus is equipped with high-level security measures and CCTV surveillance, and it is maintained as a "ragging-free" zone.

Core subjects, such as company marketing management, entrepreneurial development, and state legislation, incorporate professional ethics into classroom learning. The college also emphasizes environmental sustainability through an extensive tree-planting initiative led by NCC/NSS, which includes 200 plant varieties, such as medicinal and seasonal plants, creating an eco-friendly campus environment.

The college celebrates national and international occasions, including Republic Day, Independence Day, Women's Day, Teacher's Day, International Yoga Day, Environment Day, Earth Day, and more. These events aim to instill moral, ethical, and social values in students. Additionally, workshops and lectures on ecology and environmental conservation are conducted to educate students on the sustainable use of natural resources.

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

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

03

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

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

178

File Description	Documents
Any additional information	View File
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

A. All of the above

institution from the following stakeholders
Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.asckhn.com/igac/feedback
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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.asckhn.com/igac/student-satisfaction-survey

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

1416

File Description	Documents
Any additional information	View File
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

675

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 university acknowledges the presence of both advanced and slow learners among its admitted students and implements various strategies to support slow learners in adapting to the academic environment. Lecturers identify the advanced and slow learners in each batch for every course. Recognized slow learners receive special attention, with concepts being taught at a more gradual pace to enhance their understanding. To further boost their confidence, extra or special classes are occasionally arranged for them. Similarly, advanced learners are identified and provided with challenging assignments to enhance their academic performance. To cater to their academic needs, the university frequently invites resource persons from other institutions to deliver expert guidance.

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

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

Number of Students	Number of Teachers
1416	59

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 adopts innovative strategies to enrich the learning experience. These strategies include a diverse range of teaching methods such as visual illustrations, specialized lectures, project-based learning, hands-on experimentation, traditional lectures, and the integration of Information and Communication Technology (ICT) in instruction. The faculty fosters a supportive learning environment through experiential teaching techniques, including practical experiments, live demonstrations, visual aids, educational field trips, exhibitions, and academic presentations. Notably, student seminars are an essential part of the institute's curriculum.

1. Hands-on laboratory sessions in the Science, English, and Music departments.
2. Academic assignments and tasks assigned to students.
3. Student participation in seminars, conferences, and other related events.
4. The editorial process of the college magazine, with student editors involved.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.asckhn.com/student-zone/prospectus

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

The use of Information and Communication Technology (ICT) at our institution significantly enhances the teaching and learning experience. By integrating technology into traditional instructional methods, the faculty creates a dynamic and engaging learning environment. Here's a summary of the ICT tools and their applications:

ICT Infrastructure:

- Classrooms and laboratories are equipped with ICT capabilities, including projectors for interactive teaching.
- The campus offers high-speed Wi-Fi to ensure seamless connectivity.

Teaching Tools & Practices:

1. **Google Classroom:** Used for managing and sharing course materials, such as learning resources, quizzes, and assignments.
2. **PowerPoint Presentations:** Enhanced with animations and simulations to make lessons more engaging and effective.
3. **Video Lectures:** Uploaded on suitable platforms to provide students with supplementary learning resources.
4. **Online Quizzes:** Administered to assess students' understanding and gather feedback.
5. **Microsoft Teams' Whiteboard & Google Meet's Jamboard:** Used to teach mathematical subjects interactively during online sessions.

Other ICT Applications:

- **Video Conferencing:** For conducting virtual classes, meetings, and discussions.
- **Online Competitions & Webinars:** To encourage active participation and foster knowledge sharing.

By effectively combining these technological tools, the institution creates an enriched learning environment, supporting student engagement and long-term learning outcomes.

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

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

32

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

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

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

30

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

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

2.4.3.1 - Total experience of full-time teachers

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

2.5 - Evaluation Process and Reforms

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

The internal assessment system serves as a reflection of the effectiveness of teaching. To ensure transparency, the internal assessment process is communicated to students well in advance. The Principal organizes meetings with faculty members and provides guidance to ensure the proper implementation of the evaluation process. Continuous evaluation is carried out through activities like Group Discussions. Internal examinations are conducted not only to assess student performance but also to evaluate teaching effectiveness. At our college, regular tests are held by subject teachers after completing prescribed syllabus portions, with assessments conducted at regular intervals. These tests follow the pattern of final examinations. Each subject teacher carefully marks the answer scripts and takes necessary actions to enhance student performance. Detailed records of these tests are maintained to track student progress. Additionally, seminar presentations help improve students' communication skills. In this way, the internal assessment mechanism remains transparent, effective and reliable.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.asckhn.com/student-zone/prospectus

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

Internal examinations are conducted to enhance student performance. To ensure transparency in the system, internal

assessments are communicated to students in advance. At the college level, the evaluation of examinations is carried out meticulously. If a student believes that the marks awarded in any paper are unjust, they can apply for reevaluation by paying the required fee to the college within fifteen days after the declaration of result. Students who perform poorly receive personalized guidance. The internal assessment system enables teachers to evaluate students more accurately. Mid-Semester Tests (MSTs) are conducted every semester, with schedules prepared and shared well in advance. This system boosts students' interest in learning and encourages regular class attendance. The college also has a grievance redressal mechanism for internal examination-related issues. Students are encouraged to review their answer sheets, and they are welcome to discuss any concerns with the teacher to resolve discrepancies. The college takes proactive steps to address and resolve grievances in a timely and efficient manner.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.asckhn.com/policies/policy-for-examination

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.

The college is dedicated to becoming a center of excellence and is actively working toward this goal. It offers a variety of opportunities through its teaching and learning programs, aiming to help students develop as individuals who can contribute to the progress of society and humanity. The college has clearly defined the learning outcomes of its programs and courses, ensuring that both students and teachers are informed about these objectives. Hardcopies of the syllabus and learning objectives are readily available in the departments for easy access. Additionally, departments organize Orientation Programs and Tutorial Meetings to familiarize students with the curriculum and expected learning outcomes. The Program Outcomes (POs), Program-Specific Outcomes (PSOs), and Course Outcomes (COs) are developed through thorough discussions and consultations among the department's faculty members. These outcomes are communicated to students via classrooms,

department notice boards, faculty meetings, and the library. The college consistently fosters awareness of POs, PSOs, and COs through ongoing interactions with students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.asckhn.com/igac/course-outcomes
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 process plays a crucial role in evaluating the outcomes of a course. Student performance in examinations serves as a key indicator of how well the programme outcomes have been achieved. This process involves direct methods of measurement, such as assigning various tasks to students. Course outcomes are assessed through several components, including the syllabus, its completion, continuous evaluation (internal assessment), question paper design, evaluation, and results. Additionally, student assignments, projects, mid-term examinations, and final exams are integral parts of this process. At the departmental level, Heads of Department and faculty members work together to ensure timely course completion. In certain cases, extra classes are organized for students identified as performing below average. A minimum attendance of 75% is required to qualify for the final exam, ensuring active student participation in the course. Examinations are conducted to assess students' competencies. For each course, the attainment level of each course outcome (CO) is compared against predefined targets. If the target is not met, the course coordinator takes appropriate measures to address the gap. Faculty members provide recommendations for improvements to ensure the desired outcomes are achieved.

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

405

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	https://www.asckhn.com/igac/annual-report

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.asckhn.com/igac/student-satisfaction-survey>

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

06

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

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

A.S. College, Khanna under its Research Policy aimed at fostering research, innovation, and entrepreneurship among undergraduate and postgraduate students. The Small Grants Programme, will provide total grant of INR 60,000 over period of six months, is specifically designed to support students in undertaking minor research, innovation or startup projects.

Program Overview:

- Grant Amount: INR 60,000
- Target Audience: UG and PG students of the college
- Thrust Areas: Language & Social Sciences, Physical & Life Sciences, Commerce, IT
- Initiatives Supported: Minor research, innovation, entrepreneurship or startup projects

Process:

1. Call for Proposals: The Research & Development Cell will announce the Call for Minor Research Projects at the start of each academic session.
2. Proposal Submission: Students must prepare their research proposals as per the format and guidelines provided by the RDC.
3. Review & Selection:
 - First Round: Initial applications will be reviewed by the RDC.
 - Final Selection: The final selection will be made by a joint committee of the RDC and the Internal Quality Assurance Cell, chaired by the principal of the college.

This initiative is a valuable opportunity for students to explore and develop innovative ideas that can contribute to their fields and potentially lead to broader applications.

File Description	Documents
Upload any additional information	View File
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

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

10

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)	View File
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

08

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

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

20

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

A. S. College, Khanna has actively engaged in numerous extension and outreach activities throughout the year, promoting social responsibility among students. Key programs included the Tree Plantation Drive and Independence Day Celebrations, both part of the Azadi Ka Amrit Mahotsav, which emphasized environmental sustainability. The college also organized Swacch Bharat initiatives, including the Cycle Rally on Swacchta hee Sewa and Cleanliness Day Celebrations, involving students in local clean-up efforts.

Health awareness programs were another focus, such as the Medical Camp on Eyes and Skin Diseases and multiple Blood Donation Camps, where students participated in significant numbers. The college further hosted educational activities like lectures on Artificial Intelligence and Cyber Security, workshops on skill development, and cultural events like Sanjhiwalta Divas.

By participating in over 50 activities throughout the year with the active involvement of the students, the institution has made significant strides in nurturing socially aware, responsible citizens. Through these initiatives, A. S. College continues to play a pivotal role in enhancing students' holistic development while addressing social, environmental, and health-related concerns within the 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

02

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

3.4.3 - 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

57

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

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

7165

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

3.5 - 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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college offers state-of-the-art infrastructure and facilities that enhance the teaching and learning experience. All classrooms are equipped with LAN connections, Wi-Fi for students, microphones, high-quality sound systems, and soundproof walls for an optimal learning environment. Some classrooms also feature video conferencing facilities, allowing students to attend live lectures remotely.

Our well-equipped computer labs support hands-on learning for lab-based classes, and a variety of specialized software is available for both students and faculty, aiding in teaching, learning, and research activities. The entire campus is Wi-Fi enabled, ensuring seamless internet access from every corner.

Additionally, the college boasts modern MDP (Management Development Programme) classrooms, which are exclusively designed for conducting specialized training sessions. The institution regularly organizes online quizzes, seminars, and other academic events. Students can conveniently submit their assignments via email for evaluation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asckhn.com/infrastructure/science-labs

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

The college has both indoor and outdoor sport facilities. It has well equipped gymnasium. It has badminton court, volleyball court, basketball court, lawn tennis in the campus. Among the indoor games, the students enjoy playing table tennis, chess, etc. Common room for boys and girls for watching TV and reading books and newspapers. The college has state of art open air theatre which is used for organizing different cultural and social activities. Library The library is a knowledge bank. It has an organized collection of information resources. It continues with its endeavours to add to its collection books, print journals and etc and get itself updated regularly. Presently library has an impressive collection of Books 54945 which include bound periodicals, reference books and etc. 12 newspapers received in the college library. UGC network resource centre also established in the college library so that students use this. Computer facilities Recognizing the importance of technology in education, college computer centre has implemented latest state of the art IT infrastructure. All IT infrastructure in the campus is provided power through centralized generator. Failover has been taken care at all possible level. College stadium - Seating capacity of 500 spectators Annual sports events:- 1. Inter Class competitions 2. Annual Athletic meet for college male and female students 3. Annual cross country competition for college male students 4. Annual veteran walk for men and women Fee Concession: - The College awarded its Inter-college medallists with a fee concession of 70% for gold medallist, 50% for silver medallist and 30% for bronze medallist.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.asckhn.com/infrastructure/badminton-court

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

54

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asckhn.com/infrastructure/seminar-hall
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

24,18,600 INR

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)	View File

4.2 - Library as a Learning Resource

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

Established in 1946, the A.S. College Library was founded alongside the college itself in Khanna. The library serves the academic needs of students across various courses, including B.A., B.Sc. (Medical and Non-Medical), B.Com., B.C.A., M.A. (English, Punjabi, Political Science, History, Economics), M.Com., and M.Sc. (Mathematics and Chemistry), as well as faculty and non-teaching staff.

The library operates from 8:15 A.M. to 4:00 P.M. and houses a substantial collection of over 55,000 printed books. In addition to its physical collection, the library provides access to e-books and e-journals through the NLIST (National Library and Information Services Infrastructure for Scholarly

Content) program.

To streamline its operations, the library uses the SOUL 2.0 Library Management Software, which facilitates efficient acquisition, circulation, cataloging, and serial control.

The college library is also linked to the Panjab University Extension Library in Ludhiana, offering students access to an expanded range of resources. Faculty and staff can become members of the A.C. Joshi Library at Panjab University, Chandigarh, and gain access to additional e-resources subscribed by the university.

For continuous improvement and to ensure that the library meets the needs of its users, a Library Advisory Committee is in place to gather feedback from both students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.asckhn.com/library/library-advisory-committee

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

58,219 INR

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

26

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Recognizing the pivotal role of technology in education, the institute has implemented cutting-edge IT infrastructure to enhance its services. The primary goal is to ensure maximum uptime, including maintaining server availability, data recovery, backup systems, storage management, hardware and network operations, and simplifying end-user support. This is achieved through the development of failover equipment at critical points across the campus. Additionally, the entire IT infrastructure is supported by a centralized power generator to ensure continuous operation.

The institute is guided by a robust and dynamic IT policy that focuses on providing uninterrupted services to all stakeholders—faculty, staff, officers, and students. This policy encompasses a centralized data center, a fully Wi-Fi-enabled campus, learning management systems, web services, and email services.

The campus network is entirely built on this advanced IT infrastructure, which is regularly updated to stay ahead of

technological advancements, as the institute recognizes that IT infrastructure quickly becomes outdated. The institute's budget allocation for IT is aligned with current needs while also anticipating future demands. As a result, the college takes pride in having one of the best IT infrastructures in the region.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.asckhn.com/policies/it-policy

4.3.2 - Number of Computers

162

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

1330241

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)	View File

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

The college has a well-structured system for managing its physical, academic, and sports infrastructure. Each facility is overseen by a designated faculty head or in-charge, supported by dedicated staff members. Academic resources, such as the library, labs, seminar rooms, and specialized spaces like language and music labs, are maintained by their respective in-charges.

The college librarian, assisted by the Assistant Librarian and staff, ensures smooth library operations. Science and Computer Science departments have fully equipped labs to enhance practical learning, while the overall hardware infrastructure is managed by the Network Administrator. This role includes overseeing the purchase, installation, and maintenance of both hardware and software, in collaboration with the Computer Department. The Network Administrator also monitors the use of hardware, software, and internet facilities for security and performance.

The college website is regularly updated by the Website Committee, with input from faculty and administration. The Administration department is responsible for classroom maintenance, ensuring a suitable learning environment. The Library Committee meets regularly to address library-related matters, while the Timetable Committee coordinates classroom allocations. Additionally, sports facilities, including the gymnasium and sports grounds, are managed by the student body, which organizes and schedules their use.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.asckhn.com/policies#

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

220

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

148

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
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File Description	Documents
Link to Institutional website	https://asckhn.com/storage/uploads/NonFormalMode_1707321168.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

172

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

172

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	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

9

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

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

5.2.2.1 - Number of outgoing student progression to higher education

76

File Description	Documents
Upload supporting data for student/alumni	View File
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

12

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

5.3 - Student Participation and Activities

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

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

88

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
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)

A.S. College consistently promotes a multidisciplinary approach in both academic and co-curricular activities. Students are

encouraged to undertake minor and major projects in a multidisciplinary or interdisciplinary mode by forming teams comprising members from various courses. Similarly, students are motivated to collaborate across disciplines to participate in diverse events, fostering teamwork and holistic learning.

Currently, the college offers 19 non-formal courses designed to provide students with certifications in fields beyond their parent disciplines. Additionally, A.S. College provides various diploma courses as add-ons, including a Basic Course in German Language (30-day program). Through this course, students acquire fundamental skills such as counting, identifying colors, and engaging in conversations across different scenarios.

From the academic session 2022-23 onwards, the college has also initiated assistance for minor projects for final-year students under the RDC (Research and Development Cell), further enhancing their research capabilities and interdisciplinary exposure.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/academics/research-&-development-cell
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

67

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

5.4 - Alumni Engagement

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

A.S. College takes immense pride in its Registered Alumni Association (Registration No. 1789/1998), which plays a pivotal role in the institution's development through financial contributions and various support services. This association fosters a robust network of former students, ensuring a lasting connection with their alma mater. Over the years, the alumni have become the backbone of the college, enriching its legacy of success and glory.

The Alumni Association meets regularly with the management, serving as a flag bearer of the institution's progress. It actively participates in holding interactive sessions, motivating current students on topics like social adjustments and career opportunities. Alumni Day is celebrated annually to honor their achievements, with distinguished alumni selected as guests of honor to inspire the younger generation.

The alumni provide numerous benefits to students, including:

- Personality Development Programs
- Career Advising
- Industry-Institute Interaction
- Mentoring
- Placement Assistance
- Project Sponsorship
- Seminars for Final-Year Students

Beyond professional guidance, the alumni contribute by

utilizing their experience, zeal, and resources to support the weaker sections of society. They offer assistance in the form of educational scholarships, medical relief, and sports education to underprivileged students that reflects their commitment to nurturing the future of College and empowering its students for greater success.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/page/alumni
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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

Vision

Improving the lives of our students, their communities and enhancing the socio- economic prosperity of the region through education while inculcating the spirit of nationalism and striving for excellence in everything we do.

Mission

The institution is committed to impart integrated and personalized education which fulfills the idea of higher education, national goals and Globalisation to all sections of the society particularly to the rural and less privileged social groups for creating intelligent, socially committed, secularly imbued and patriotic good human being in line with the traditions of our culture and society.

Governance: In order to accomplish the vision and mission targeted by the college, the college provides open environment

to all the faculty members of the college. Any activity (Whether departmental or college level) is being made great success by the endless efforts of the faculty members as well as students.

Perspective plans towards accomplishing the vision and mission of the College:

- The IQAC of the college actively supports and motivates faculty members to publish research papers and books, fostering a culture of academic contribution and scholarly engagement.
- The IQAC of the college encourages teachers of the college to participate in conference, workshops, seminars and faculty development programmes.
- The IQAC of the college motivates faculty members to incorporate ICT-enabled tools in their classrooms.
- The teachers motivate the students to participate in extra-curricular/ sports activities.
- Lectures/workshops are organized regularly in the college to help students enhance their skills.

File Description	Documents
Paste link for additional information	https://asckhn.com/about/vision
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 operates with a decentralized structure, where various committees and clubs are established to ensure the efficient management of both academic and co-curricular activities. The committees are comprised of a convener (Senior member) and some other faculty members. These committees have major role to play in achieving institution objectives. The convener assigns various tasks to the committee members to accomplish the activity in the best possible way. All the department level activities are handled by concerned heads taking into consideration the suggestions and feedback from all the members of the respective department.

In order to strengthen participative management, suggestions of the students are taken into account by the means of student

welfare council. Position holders of all the classes and the students having leadership qualities from sports, NCC, NSS, Youth Services club etc. are nominated for this council. Members of this council play a vital role in the success of various important events like annual sports meet, youth festivals, prize distribution and convocation, etc. The main focus of this council is to ensure the satisfaction of all the students of the institution to a large extent.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/administration/college-committees
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has experienced continuous growth in recent years, marked by significant advancements in both academic and infrastructural development. The College has well defined Strategic Planning and Development Programme for continuous growth. The planning involves various aspects of academics, infrastructure, teaching-learning process and governance reforms. The main aspects of the College Strategic/Perspective Plan are the following:

Strategic Plan:

- To achieve excellence in academics as well as extra-curricular activities
- To maintain good relations with alumni for the growth of institution
- To utilize grants received from the Government in the best possible way.
- To establish MOUs with various Government and non-Government organizations for skill development and to enhance the opportunities available to the students.

Strategic deployment:

- Faculty of the college updates the educational qualification time to time to achieve excellence in academics.

- Alumni of the college contributes significantly in developing the infrastructure of the college with the help of donations.
- IQAC of the college conducts regular meetings with the principal and faculty members to execute the plans in an appropriate manner.
- An MOU has been signed between A. S. College Khanna and Ansh Infotech in February 2024 to provide job opportunities to our students of various disciplines.
- Various departments of the college organize webinars and workshops for the academic growth of faculty and students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.asckhn.com/academics/mou's
Upload any additional information	View File

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.

The college is operated under the administration of the A. S. High School Khanna Trust and Management Society. The overall functioning of the college is controlled by this committee. The entire functioning of the college remains within the framework established by Panjab university, DPI colleges and University Grant Commission with each having a representative in the college. Principal is the main executive of the college who coordinates all the activities of the college. All the decisions regarding admissions, workload distribution, time table, purchase of items, maintenance of infrastructure are taken by the respective committees. These committees consist of one convenor (a senior faculty member) and some other faculty members.

The IQAC of the college plays a major role in the maintenance of quality in both academics and extra-curricular activities. It conducts regular meetings with the faculty members for changes in the system of the college. Heads of the departments, convenors of the various committees, in-charges of the various cells and bursar take various decisions regarding the college activities at their level.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/about/history
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
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File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has a robust welfare system in place for both teaching and non-teaching staff. The available facilities for staff are as follows:

- Colleges contributes in the EPF as per rules and adequate loans can be advanced out from the PF deposited.
- The teaching and non-teaching staff are given the facility of computer, printer and Wi-Fi system in the college.
- Laptop facility is given to some senior teaching and non-teaching staff members according to the nature of work allotted to them.
- Well-spaced Parking facility is available for the teaching and non-teaching staff.
- College has well-spaced and hygienic canteen with a large variety of food items on reasonable prices.

- The teaching staff of the college are given flexibility to adjust their timings in case of any emergency without effecting studies of the students.
- The wards of the non-teaching staff are given some concession in the fee during the programme.
- First aid facility is available for students and staff in the dispensary of the college.
- Free accommodation is provided to some of the non-teaching staff along with family in the college quarters.
- Free uniforms are provided to the non-teaching staff.
- Interest free loans are given provided to the non-teaching staff in order to purchase food grains.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/policies#
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

8

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The college follows the performance appraisal system prescribed by Panjab University, Chandigarh, as well as guidelines set by the UGC/DPI (Colleges) to foster the professional growth of

faculty members. This system is designed to assess and recognize the contributions of faculty, aiming to enhance their development and performance in teaching, research, and service. Teaching and non-teaching staff is required to fill self-appraisal form and submit the same to the academic council which is also required for the higher scales and annual increments. The staff of the college also fills Annual confidential report (ACR) which is sent to DPI (Colleges). On the basis of the information provided by the teacher in the ACR, college promotes them to the higher grade as per rules.

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

The college ensures transparency in its financial management through regular audits of its income and expenditure. Auditing has been done by internal as well as external auditors. Internal audit is done by Bursas, a senior teacher appointed by Principal and Chartered accountant appointed by managing Committee of the college. Balance sheets are presented to governing body in the general body meeting annually. The external Audit is carried out regularly by a team from the Auditor General, Punjab and Finance Department, Punjab.

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

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

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

1.44 Lakh

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

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

The college has an effective system in place for mobilizing funds and efficiently utilizing available financial resources.

The following are the sources of the generation of funds:

- The college receives 95% of the salary under grant-in-aid scheme from the Punjab government for both teaching and non-teaching staff.
- For the procurement of grants from UGC, the college has a team of faculty members under the banner of UGC cell.
- The College receives huge amount of money in the form of scholarships from government and non-government agencies.
- College also receives funds from its alumni members as well as from several non-government agencies in the form of donations.
- The management of the college contributes in the salaries of the staff members who are not covered under the grant-in-aid scheme of Punjab Government.
- Fees collected from the students which are admitted in the various courses run by the college.
- Rent from the bank building and the college canteen serve as additional sources of income for the college.

The management of the college utilizes the resources of the college in a proper way by adopting the suggestions given by IQAC of the college. The funds are utilized properly in the given time frame.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/student-zone/prospectus
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

College with the initiatives of IQAC has institutionalized two practices in the direction of quality assurance strategies.

Academic Audit: Academic audit is done to maintain standards of teaching -learning process in all disciplines by academic coordinators. Practices like academic calendar preparation, Time table, selection of papers to be taught, regular assignments, class, mid semester exams towards academic quality assurance are handled by the convenor of the respective committees. Remedial classes are taken for weak students. Record of faculty achievements, research publications in national and international journals, paper presentation, seminars attended and workshop attended are maintained on regular basis for the purpose of quality Maintenance.

Administrative Audit: Regular audit is done for administrative works like uploading of marks on portal, documentation and updation of personal details of all the students, transparent fee submission procedure, attendance record of students as well as faculty.

Feedback from students: There is proper feedback system for students depending upon various parameters like infrastructure, parking facility, dissemination of lectures, ICT enabled tools, discipline and facilities, environment, support of teaching and non-teaching staff etc.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/iqac/feedback
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 IQAC of the college plays the major role to improve the activities of the college by reviewing them continuously. The IQAC conducts regular meetings in order to improve the infrastructure of the college, professional growth of the faculty, feedback system and teaching learning process in the following ways.

Professional Development of faculty: The faculty members of the college do their best to develop themselves professionally. In this direction, Some faculty members of the college have obtained PhD degree.

Feedback System: To improve the quality of teaching learning process, infrastructure and other activities of the college, feedback from the students, parents and teachers plays a major role. Feedbacks are received collected, classified and analyzed in a very systematic way in the college.

Teaching-Learning processes: In order to improve quality of teaching learning process, the heads of all the departments take pain in the distributing the papers among the faculty members of the department in the way which suit them according to their research area. Group discussion, regular tests, use of ICT enabled tools are very common in the teaching learning process. Assignments are also given to the students by concerned teachers periodically.

File Description	Documents
Paste link for additional information	https://www.asckhn.com/iqac/feedback
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

B. Any 3 of the above

international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.asckhn.com/igac/annual-report
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

The institute supports the principle of gender equality by upholding inclusion, diversity and justice. A.S. College annually ensures the following through its faculty, staff and student programs;

- Conducting workshops and seminars to promote gender sensitive communication for its students and staff.
- Students are urged to meet faculty members for counseling and personal guidance to discuss gender related concerns.
- Faculty members are always encouraged to promote fair participation for leadership roles in order to maintain a gender balance in team events.
- Encouraging multidimensional representation of women and men.
- Promoting balanced gender participation in employing various committees.
- The code of conduct meant for students promotes gender equality at the various levels.

File Description	Documents
Annual gender sensitization action plan	https://www.asckhn.com/igac/policy-on-gender-equity
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.asckhn.com/igac/special-facilities-provided-for-women

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	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste Management:The Institute is honored with 'Overall Environmental Education and Awareness Award' by the National Edutrust of India for its commendable dedication to environmental education and awareness. The institute has also been awarded in Swachhata league competitions under Swachhata Hi Sewa Campaign 2023. The solid waste in the campus is wisely managed. Waste is segregated at the source for an effective recycling. The leaf litter and plant waste is transformed into useful manure or utilized to make compost in the vermi composting unit.

Liquid waste Management: The waste water at different points in the campus is disposed off into the sewage system as per the accepted norms ensuring that this waste does not contaminate the water inlet sources and no water stagnation is allowed.The waste water from the RO water treatment plants is recycled to

be used for watering the lawns, toilets etc. The waste water from AC units is utilized for miscellaneous purposes like cleaning and washing etc.

E waste Recycling: E waste bins have been installed in the library and computer department to collect the electronic waste for its segregation at the source and recycling as this e waste proves to be hazardous for the environment.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

B. Any 3 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	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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 has implemented several initiatives to foster an inclusive environment, promoting tolerance and harmony across various cultural, regional, linguistic, communal, and socioeconomic diversities. Through a series of extension and outreach programs, the institution has collaborated with local communities, NGOs, and industries to enhance awareness and understanding among students and the broader community.

For example, the college organized the Azadi Ka Amrit Mahotsav celebrations, which included activities like tree plantation drives, Independence Day events, and environmental protection awareness campaigns, engaging students in social responsibility. The NSS, NCC, Red Cross units have also organized numerous health and awareness programs, such as medical camps, blood donation drives, and workshops. These initiatives help cultivate an environment of respect and support for diverse groups, emphasizing inclusivity and community service.

Moreover, the outreach programs of the institution also cover educational support, such as free UGC NET coaching and skill development workshops, ensuring that students from varied backgrounds have equal access to opportunities. Cultural events, like Lohri celebrations and debates on social issues, provide students with platforms to showcase and appreciate different cultural expressions, fostering unity in diversity. These initiatives, with active student participation, contribute significantly to creating a harmonious and inclusive environment within the institution.

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

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

The institution actively engages students and employees in sensitizing them to their constitutional obligations, emphasizing values, rights, duties, and responsibilities of citizens through a wide range of extension and outreach activities. These activities, conducted by various units such as NSS, NCC, Red Ribbon Club, Rural Management Cell, Women Empowerment Cell address critical societal issues while fostering awareness and promoting active participation in nation-building.

Key programs like the Independence Day Celebration, Republic Day Celebration, and National Unity Day encourage students to reflect on the significance of national identity, unity, and constitutional values. Activities like Swachh Bharat Abhiyan, Health Awareness Camps, and Exhibition on AIDS Awareness raise awareness about public health, environmental responsibility, and social welfare, directly aligning with citizens' duties to promote well-being. The Vigilance Awareness Week and Blood Donation Camps highlight the importance of integrity, civic participation, and humanitarian service, integral to a responsible citizen's role.

Programs also foster inclusivity and civic responsibility, such as debates on social issues like cleanliness and environment protection, lectures on Artificial Intelligence, and Cyber Security, and interactive workshops on sustainable practices. Students actively engage in these programs, with hundreds participating throughout the year. Through these efforts, the institution nurtures a sense of duty, awareness, and responsibility towards the Constitution, empowering individuals to contribute positively to society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.asckhn.com/student-zone/list-of-activities
Any other relevant information	https://www.asckhn.com/student-zone/ncc

<p>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</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p> <p>The institution celebrates and organizes various national and international commemorative days, events, and festivals throughout the year, fostering a sense of patriotism, community engagement, and awareness among students and staff. These events are often conducted in collaboration with units like NSS, NCC, Red Ribbon Club, Youth Club and various academic departments.</p>
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Noteworthy celebrations include Independence Day, marked by a Tree Plantation Drive and a poster-making competition on HIV/AIDS, aligning with the Azadi Ka Amrit Mahotsav. Republic Day and National Unity Day celebrations emphasize national integrity, while National Youth Day honours the legacy of Swami Vivekananda. Environmental awareness is also promoted through events like World Wetland Day, World Water Day, and World Environment Day, encouraging students to take responsibility for ecological conservation.

Religious and cultural observances such as Lohri, Veer Baal Divas, and International Women's Day foster cultural unity and awareness of gender issues. Additionally, programs like Vigilance Awareness Week and Blood Donation Camps highlight civic duties and social responsibility. Special lectures, workshops, and exhibitions on relevant issues such as Cyber Security and Artificial Intelligence enhance students' understanding of contemporary challenges.

These events witness enthusiastic student involvement, with activities aimed at instilling values, promoting awareness, and reinforcing the students' role as responsible members of society.

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

7.2 - Best Practices

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

Best Practice 1

Title: Providing Assistance (Financial and Books) to the needy students

Objectives of the Practice: We aim to illuminate students' lives and to provide requisite assistance to the needy students.

Context:The scheme is successfully implemented to benefit maximum number of students.

Practice:Financial assistance is provided with the help of many philanthropist organizations and government schemes. Departmental Book banks are established to provide books to the students.

Evidence of Success:A large number of students have successfully graduated from this college with the help of aid provided to them.

Problems Encountered and Resources Required:The main problem encountered was to find enough donors for providing financial assistance.

Best Practice 2

Title:Participation in Extracurricular Activities

Objectives of Practice:The objective is to ensure multifaceted development of the students in sports, cultural etc. along with academics.

Context:Students can learn to balance their studies with extracurricular activities and excel in various fields.

Practice:Our students participated in various cultural and sports events and made the Institution proud by their excellent results.

Evidence of Success:Our students won 2nd Runner Up trophy in the PanjabUniversityZonalYouthFestival and also brought laurels in various sports activities.

Problems encountered and Resources required:The problem lied in identifying and training the best talent.

File Description	Documents
Best practices in the Institutional website	https://www.asckhn.com/igac/best-practices
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 institution has steadfastly upheld its vision of enhancing the lives of students, their communities, and boosting the socioeconomic prosperity of regions through education. It fosters a sense of nationalism and strives for excellence in all its endeavors. Consistently adapting to emerging educational trends, the college has continuously introduced new courses and subjects in its curriculum to meet the evolving needs and aspirations of students.

Since the academic session 2018-19, the college has also introduced the M.Sc. (Chemistry) program, further expanding its academic offerings. The institution boasts a magnificent campus with impressive infrastructure, including spacious playgrounds, well-equipped laboratories, a Digital Laboratory, and a Career Guidance Centre. Additionally, students have access to a Gymnasium, Audio-Visual Teaching Aids Cell, Language Lab, UGC Network Resource Centre, a newly developed PG Block, a Hi-Tech AC Auditorium, Seminar Hall, a short firing range, a Boxing ring, and a non-residential student centre.

These modern facilities stand as a testament to the dedicated efforts of the founders, builders, and custodians of this great temple of learning. The campus, set in a serene and lush green environment, provides a holistic space for the all-round development of students. Academic and extracurricular activities are given equal emphasis, aligning with the institution's vision and priorities. The consistent merit positions of students in University Examinations are a clear reflection of the institution's commitment to academic excellence.

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

7.3.2 - Plan of action for the next academic year

- • To undertake tile layout work in the Arts Block.
- • To enhance departmental activities and initiatives.
- • To install a solar energy generation plant to promote

sustainability.

- • To display awareness posters on sexual harassment and its prevention.
- • To establish a book reading club in the library, where students can present book reviews and foster a reading culture.
- • To implement small non-formal projects such as vermicomposting, basic electronics, computer literacy, and water testing.
- • To organize an awareness campaign advocating for a Green Diwali and discouraging the use of crackers.
- • To host seminars, workshops, extension lectures, NSS and NCC activities, debates, athletic events, and other co-curricular activities, while commemorating significant national and international days.