YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	A.S.COLLEGE
• Name of the Head of the institution	Dr. R.S. Jhanji
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01628228470
• Mobile no	9814901233
• Registered e-mail	asckhn@rediffmail.com
• Alternate e-mail	ascollegekhanna@gmail.com
• Address	Samrala Road
• City/Town	Khanna
• State/UT	Punjab
• Pin Code	141402
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**	
• Name of the IQAC Coordinator	**Dr. Sanjeev Kumar**	
• Phone No.	**01628225170**	
• Alternate phone No.	**01628228470**	
• Mobile	**9872857032**	
• IQAC e-mail address	**ascollegenaac@gmail.com**	
• Alternate Email address	**skumar1962@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.asckhn.com
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.asckhn.com/acskhn/user files/file/Academic%20Calendar%20 2020-21.pdf

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/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

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	2	
• 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)

? After the admission process is over, the IQAC shared the Acadmaic Calendar issued by the Panjab University for the session 2020-21 for all UG and PG courses with the faculty and asked them to prepare the proposed annual activity calendar in line with the Academic calendar issued by Panjab University for the session 2020-21.The calendar was circulated among various departments

? Due to the situation prevailing due to Covid -19 pandemic, as per the instructions of MHRD/Pb Govt/Panjab University, the teaching was planned to be conducted through online mode, so IQAC in collaboration with Department of Computer Applications arranged workshop for faculty members on "Managing Virtual Classrooms". Through which the faculty members learned to conduct online classes and to carry out the performance evaluation of the students through online mode

? As per revised accreditation framework(RAF) issued by NAAC, Banglore, IQAC of the College motivated all the departmental Heads to develop linkages with industry to have more institution-industry interface for increasing their employability and to aware the students about contemporary issues faced by the present business world in the changing technological and competitive environment

? For faculty development, continuous efforts are being made by the IQAC to promote research environment for the faculty. As a result of IQAC motivation, research activities are carried out by the faculty for guiding M.Phil and Ph.D students in the subject of Economics, Punjabi and History in collaboration with the Panjab University,

Chandigarh, other universities and research institutes. The IQAC also guided and motivated the young faculty to pursue Ph.D program in their respective discipline to enhance their academic aura for the benefit of students as well as the institution. Due to motivation of IQAC, faculty members from the department of Commerce, Computer Applications, Economics, English and History enrolled themselves for the doctorate programs. The training and development of the faculty members is the backbone for the progress of any institution. Keeping this view in mind, IQAC motivated the faculty members to attend orientation and refresher courses. As a result of which, the faculty members from the Commerce, Chemistry, Computer Science, Physics, Punjabi and Political Science attended the Faculty Induction Programs (FIP) at different universities.

? IQAC is of the view that the overall development of the students should not suffer due to online teaching and the students should be engaged in some constructive activities even while sitting at home. So IQAC persuaded the faculty members to conduct competition, guest lectures and other co curricular activities through online mode. Due to the constant persuasion of IQAC, various departments conducted quiz, Debates, Presentations, Handmade and Digital Poster making competitions on contemporary issues and many more innovative competitions through online mode.

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, Co-curricular Activity calendar and communicated to different departments and in-charges of various Cultural and Co-curricular activities and monitored the progress as per schedule
Effective Teaching through online platforms	The IQAC organized workshops and webinars regarding effective usage of online platforms for lecture delivery and evaluation of students
Head of PG departments were asked motivate the faculty members of their departments to attend orientation and refresher	Due to motivation of IQAC, the faculty members of the faculty members from the Commerce, Chemistry, Computer Science,

courses.	Physics, Punjabi and Political Science attended the Faculty Induction Programs (FIP) at different universities
To motivate the different departmental Heads(particularly PG deptts) to organize Seminars/Conferences/Workshops sponsored by UGC/ICSSR/ College Development Council (Panjab University) and other funding agencies	The different PG departments send proposals for organizing Seminars/Conferences to UGC and other funding agencies for receiving grants. The IQAC of the college is also planning to send proposal to the UGC to organize a special seminar on Quality Initiatives to be taken by the Institutes under revised accreditation framework.
To motivate the faculty members to pursue Ph.D programs	The faculty members from the department of Commerce, Computer Applications, Economics, English and History enrolled themselves for the doctorate programs
Timely updation of college website	College website is being updated time to time about different activities undertaken by the Institution in the field of academics, Sports and extra-curricular activities and Institutional Social responsibility. The merit list and admission criterion of Panjab University for students opting for B.Com, M.Com & BCA courses was also uploaded on the college website. The admission schedule and fee structure for different courses was also put on the college website for the information of different stakeholders
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 AS High School khanna Trust and Management Society	25/11/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	18/02/2020

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	17

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	1671

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	753

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	733

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	55

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	34

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	36
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1345763
4.3 Total number of computers on campus for academic purposes	140

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

All the courses taught in the college are developed & revised by the affiliating University through its board of studies. However departments offering short term courses on informal mode and innovative Skill based B.Voc degree programmes, are required to review & update the components of the syllabus framed by the college. The college ensures effective curriculum delivery through systematic and strategic preparation of action plan by each department in tune with the academic calendar of P.U. Chandigarh. The Heads of all the Departments conducts the meetings to distribute workload as per the specialization and experience of the faculty members and plan the activities of the department. The College follows a specific time table programme for the effective delivery and transaction of the curriculum. At the beginning of the academic session, a comprehensive teaching plan is provided to the students along with the syllabus link of the University. ICT tools are used for effective teaching. Periodic assessment of curriculum delivery is conducted by each department. Remedial coaching is given to slow learner and merit mission is implemented for advance learners. Students enrichment extension lectures are also arranged. The IQAC of the college monitors the effective implementation of the action plan through Intra departmental meetings.

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

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

The College follows the academic calendar issued by the university strictly and an institute-level calendar is also prepared for the purpose. In motion, every teacher is assigned the subject to be taught during the academic year. The teacher plans the teaching and evaluation schedule of assigned subject. Head of the department compiles the academic plan submitted by the teachers. The IQAC further compiles the inputs received from the various departments and a comprehensive plan is prepared and provided to the Students.

All activities including the CIE are conducted in adherence to the calendar of events except unforeseen circumstances. Every department has to submit the compliance of the academic calendar as part of their submission. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, assignment, project/lab work, viva, attendance, unit test and Mid-term examinations etc. and academic records are maintained. The college Examination Board monitors overall internal assessment. It sends the information to the university about the students who are appearing for the examination along with record of internal assessment. Final semester examination are conducted by P.U Chandigarh.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University 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	No File Uploaded

1.2 - Academic Flexibility

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

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

NIL

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)

03

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

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

119

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

1.3 - Curriculum Enrichment

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

"Environment, Road Safety, education, violence against Women/children and drug abuse" related to eco system, its sustainability and social issues is an integral part of the curriculum of the first year of every UG degree Programme.

University prescribed this course for creating awareness among students.

The college has Women Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. The college ensures "Ragging-free" campus.

The professional ethics are dealt in the classroom through core subjects entitled business marketing management, entrepreneurship development and state legislature etc

Through NCC/NSS, there is an extensive ongoing tree plantation program. The college has eco friendly environment with 200 species of plants including medicinal & seasonal plants. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Rights Day, International Yoga Day, environment day, Earth day etc. These celebrations nurture the moral, ethical and social values in the students. The college organizes workshop/ seminars on Environment & Ecology to make students aware about efficient 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.	No File Uploaded

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

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

139

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/Feedback-converted.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/Feedback-converted.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1671

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

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

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

753

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

There is individual attention for slow learners in the class rooms. First of all teachers identify students whose grasping is not upto the mark, then they are given different better treatment in the

teaching. They are taught in a more congenial and relaxed manner so that they can learn the concepts and later master them. Sometimes special classes or extra classes are arranged for them to boost their morals. Then the teachers identify some Brilliant students or advance learners. They are given assignments which are challenging and uplift their standards of education. Some extra brilliant and senior teachers are engaged to give them extra knowledge of their subjects. So special education, special classes and some extra lectures are arranged for advance learners. It is also a practice of the college to invite resource persons from different universities to uplift the advance learners.

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

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

Number of Students	Number of Teachers
1671	55

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

A.S. College, Khanna provides an effective platform for students to develop latest skills, knowledge attitude, values to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes regular debates and discussions in which students showcase their learning. Students are also motivated to participate in inter college as well as national level competitions.

The institute focuses on the students centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting

students centric methods. Each department conducts add on programme to support students in their experiential learning. Laboratory sessions are conducted with content beyond syllabus experiments. Summer internships, Industrial visits are conducted. Then students participate in various activities such as seminars, group discussions, projects and the skill based add on courses. Students are encouraged to participate in activities where they can use their specialized technical and management skills.

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

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

The classrooms and labs are ICT enabled with projectors installed and the campus is enabled with high speed wifi connection. The faculty uses various ICT enabled tools to enhance the quality of teaching-learning like- 1. Google classroom is used to manage and post the course related information, learning material, quizzes assignments, etc. 2. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process. 3. The video lectures are uploaded on appropriate platforms for students to use them as extra learning resources. 4. Online quizzes are conducted to record the feedback of the students. (https://padlet.com/SIESGST/3y7ffk16vi2bsfvx) 5. To teach mathematical subjects in online mode, teachers have used various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc.

The faculty members are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute-

- PowerPoint presentations
- Online quiz
- Video Conferencing
- Video lecture
- Online competitions

Webinars

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	<u>View File</u>

2.4 - Teacher Profile and Quality

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

34

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

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

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

23

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

377

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 of examinations is the mirror of the success of teaching. It helps in upgrading the graph of student's success in academics. The internal examinations are conducted to evaluate teaching as well as student's performance by the institution. In our college, the regular tests are conducted by the respective subject teachers after the completion of prescribed syllabus at frequent intervals of time. The tests are taken on the pattern of final examination. Every subject teacher marks the answer paper of each student carefully and proper steps are taken to improve the performance of the students. A proper record is maintained of these tests to mark the improvement of the student. Students are also assessed on the basis of seminars and classroom discussions. The proper guidance is provided to the student to perform well in the examination as well as in life also

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

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

The internal examinations are conducted to ensure the improvement in the performance of the students. In order to make the whole system transparent, the internal assessment is communicated with the students well in time. Personal guidance is given to the poor performing students. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to the internal assessment, the student's interest towards learning and attending the classes also increases. The college has evolved a mechanism for redressal of grievances related to internal examinations. The students are free to see their answer papers and in case of any grievance, they are free to interact with the teacher and get it resolved. They have the right to challenge the evaluation of the answer papers. The college takes special initiative to resolve the grievances of the students timely and efficiently

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

2.6 - Student Performance and Learning Outcomes

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

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 Pos, PSOs and 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.

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

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

The assessment process is important for mapping the outcomes of the course. The performance of the students in the examinations is used to measure the level of attainment of the programme outcomes. The assessment process includes the direct method of measurement by assigning the various tasks to the students. The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result. It also includes Student Assignments, Projects, Mid-Term Examinations and final Examinations. At the Departmental level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of attendance is compulsory to qualify for writing the examination of the course which also ensures students participation in the class. The examinations are conducted to ensure the level of competency of the student.

 For each course, the level of attainment of each CO is compared with the predefined targets and if not attained, the course coordinator takes necessary steps for improvements. If the target criterion level is not reached, then faculty suggest for improvement to attain the same

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

733

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

2.7 - Student Satisfaction Survey

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

www.asckhn.com

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)

.80

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

02

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

02

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

3.2 - Innovation Ecosystem

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

The institution fosters a culture of nurturing students? learning experiences in a manner to transform them as life-long learners and

innovators and has created an ecosystem to integrate technology in teaching-learning process. With an aim to create and transfer knowledge, the institution organises awareness lectures on issues like female feticide, AIDS, drug abuse, dowry, environmental pollution, human rights etc. through its different bodies such as NSS, NCC, Community Development Cell, Red Cross Unit, Red Ribbon Club etc. and also organises Blood Donation Camps, Vanmahotsava and celebrates special days of National & International importance in addition to educational excursions, youth festivals, sports events etc. The institution extends all available facilities in terms of space, laboratory equipment, library, internet, support staff and other infrastructural facilities for carrying out these activities. The Internal Quality Assurance Cell (IQAC) and the Placement & Career Guidance Cell of the college determine the regional, national and global market needs of the students and design such programmes that help in imparting additional skills to the students. Different departments are encouraged to bring forward such innovative ideas of translational nature.

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

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

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	No File Uploaded
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

03

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

10

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

Extension activities are carried out in the neighborhood community,

sensitizing students to social issues, for their holistic development, and impact thereof during the year

Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 200 words.

File Description:

- Paste link for additional information
- Upload any additional information

Economics Department: To sensitize students to social issues, Department organized a number of extension activities in the neighbourhood community. The department celebrated UNESCO International Literacy Day on September 08, 2015. A Poster Making Competition on Literacy with Sub Themes – 1. Literacy Rates in World, 2. Literacy Rates in India, 3. Literacy Rates among Indian States, 4. Literacy Rates in Districts of Punjab, 5. Literacy Rates in Khanna, 6. Rural-Urban Literacy in India, 7. Male-Female Literacy in India, 8. Primary, Secondary, Senior Secondary and Higher Level Literacy in India, 9. Number of Schools, Colleges, Universities, and other Educational Institutions in India, and 10. Top Arts, Commerce, Science, Management, Medical, and Engineering Institutions in India. Department observed International Day for the Eradication of Poverty on October 20, 2016 and a Photo and Slogan Competition on "Poverty Around Us" was organized on this occasion in which 74 students participated. Department observed World Water Day on 22 March 2019, which is about focusing attention on the importance of water. Awareness about conservation of water was spread by showing informative videos and exhibiting posters on water conservation made by students. A Free Pick-up Counter of United Nations – Fact Sheet was set up in the College. Some Public Taps were also repaired to curtail the leakage of water in Ward No. 29, Bazigar Basti, Vinod Nagar, Khanna and in the college campus and the area around it. Sanitary material was sponsored by Mr. Ankit, M/S Surinder Pipe and Sanitary Store, Khanna and Shri. Ishwar Dass provided his free plumbing services. Department organized an Exhibition on "Zero Hunger and Healthy Diets" on the occasion of World Food Day on 16th October, 2019. Focusing on Food Habits, students from BA and MA Economics explained the benefits of healthy diets. Seven Free e-Booklets about food, healthy diets and safe planet have been shared with the visitors.

Punjabi Department: Organized a webinar on 'Bharti Bhoogolic Khand Vich Shri Guru Tegh Bahadur Sahib Da Yogdan' in collaboratin with P.G.Deptt. of History on 17th July 2020.

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

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

NIL

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

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

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

13

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

546

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

NIL

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

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college provides state of the art infrastructure and facilities for teaching learning process. All the classrooms are fitted with LAN connection in the computer, wifi for the participants, microphone and good sound system with soundproof wall. Some of the classrooms are fitted with video Conference facilities in which students can attend lectures. We have well equipped computer labs which are used by the students for lab based classes. The college provides different computing softwares which are used by the students as well as faculty members for teaching, learning and research process. Campus is fully wifi enabled in which students can access the internet from each and evey corner of the campus. The college has state of art MDP classrooms used exclusively for organizing MDP sessions. The college members organize online quizzes, seminars etc. The students can mail their assignments for evaluation.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor),

gymnasium, yoga centre etc.

The college has 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 continue with its endeavours to all to its collection books, print journals and etc and get itself updated regularly. Presently library has an impressive collection of Books 54665 which include bound periodicals, reference books and etc. 12 newspapers received in the college library. UGC networks 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 implementated latest state of the art IT infrastructure. All IT infrascture in the campus is provided power through centeralized generator. Failover has been taken care at all possible level.

DEPARTMENT OF PHYSICAL EDUCATION

Sports facilities:-

1. Indoor gymnasium hall – Badminton court, Chess, Table tennis, Boxing ring
2. Athletic track
3. Football ground
4. Cricket ground
5. National Style Kabaddi ground
6. Circle style Kabaddi ground
7. Basketball court
8. Volleyball court
9. Indoor gym
10. Ourdoor gym

The College has stadium with sitting capacity of 2000 spectators/Well furnished Track surrounded by fully green belt

Annual sports events:-

1. **Inter Class competitions: - The Department of Physical Education organizes inter class competitions in fourteen sports disciplines. Ten Inter Class Competitions organises for boys including chess, badminton, table tennis, basketball, Volleyball, cricket, cross country, football, kabaddi and tug of war. Four Inter class competitions were organized for girls namely chess, badminton, table tennis and tug of war.**
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 for outstanding sportsmen: - 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	**Nil**

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

36

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

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)

1345763

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)

- **Name of ILMS software: SOUL 2.0**
- **Nature of automation (fully or partially) fully**
- **Version: 2.0**
- **Year of Automation: 2014**

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources　　**B. Any 3 of the above**

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

128477

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

10

File Description	Documents
Any additional information	**No File Uploaded**
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

Recognising the importance of technology in education, the institute has implemented latest state of the art IT infrastructure. The institute aims at providing uptime including ensuring server uptime, date recovery and backup, facilting storage management, hardware, network operations, streamlinging operations and simplifying end uses support. The institute is being able to achieve this by developing failover equipment in all possible places. All IT infrastructure in the campus is also providing power through centerlized generator. The college has a robust and vibrant IT policy. The policy aims at providing uninterrupted services to all stakeholders viz. faculty, officers, staff and students. It includes certralised data centre, wifi campus, learning management systems, web services and email services. During the lockdown due to Covid pandemic, classes were held online for students across all programme. IT infrastructure is update so that hassle free classes

conduct during this period.

 IT infrastructure on college is subject to regular updation as it firmly believes that IT of an organization has the fastest obsolesce rate. The budget allocation of IT is in line with the existing requirement and foreseeing the future ones. Today college can boast of having one at the best IT infrastructure in the area. The budget is judiciously used to upgrade the existing set up and replace the worn out and outdated equipment.

All the faculty members of the college have been provided with laptop with latest configuration.

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

4.3.2 - Number of Computers

140

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

1224918

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 well knit system of maintaining and utilizing Physical, Academic and sports infrastructure. Each facility is managed and controlled by respective faculty head/incharges with the support of supporting staff. The academic facilities like library, labs, Seminar Rooms, Smart Class rooms, language labs, music lab etc. are maintained by respective incharges. Library facilities and support is provided and maintained by librarian of the college who is assisted by Assistant Librarian and other supporting staff.

The college has Annual Maintence Contract for maintaining its computer and different equipments. Maintainance of the classrooms are monitored by Administration department. There is Library Committee which meet regular intervals for facilitating the smoth running of the library activities. Allocation of classes to different classrooms are done by time table committee. Time slots to computer labs terminals are done by the computer centre in consultation with the Academic Admin. Timeslots to Gymanisum, sports ground, cricket stadium timeslots are maintained by the student body.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

207

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

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

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

259

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

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

C. 2 of the above

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

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

14

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

14

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

10

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

56

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

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

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

17

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

12

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

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

 Students have active representation on academic and administrative bodies and committees of the Institute.

1. Class Committees: All programmes have class committees for each course that comprise of student members representing meritorious as well as weak students, alongwith faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester.

2.Cultural and Sports Committees: Students have strong representations in all cultural and sports and games committees and help in organization and management of events. Students manage the entire functioning and organize extra-curricular events and competitions throughout the year.

3.Organization of Special Events: Students organize, and celebrate the National Teachers Day, on Sept. 5, every year by honoring teachers and presenting cultural programme, organizing exhibitions for celebrating the national and international days such as International Women DAY, World Water Day etc.

The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and builds confidence in each student.

Contribution of the Student Council in Academic Administration:

1. Coordination in day to day academic activities at their level

2. Coordination in communicating the information between students and Teaching faculty

3. Coordination in conducting special events like celebrating the national and international days by organizing exhibitions etc.

4. Coordination in organizing Cultural events

5. Coordination in organizing Sports & Games for the students

6. Coordination in arranging Industrial Visits for the students

7. Coordination in organizing the Seminars & Workshops

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

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

15

File Description	Documents
Report of the event	**No File Uploaded**
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)	<u>View File</u>

5.4 - Alumni Engagement

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

The College has registered Alumni Association. Alumni Registration No. is 1789/1998.

? While rejuvenating the memories of the college, a network of old students was achieved.

? Today, it is the backbone of the institution. The institution rests on the rich history of the student's success and glory.

? Association regularly meets and interacts with the management. It is the flag bearer of the developments in the institution.

? The Alumni organizes lectures on personality development. Over the years it has been helping in holding interactive sessions to

motivate students regarding social adjustments and career seeking.

? The alumni appear for various activities and their suggestions are taken into account. Alumni day is celebrated and their achievements are recognized. The successful alumni are selected as guests of honor for awards.

Alumni Benefits for Students:

? Personality Development Program

? Career Advising

? Industry Institute Interaction

? Mentoring

? Placement assistance

? Sponsorship

? Project Assistance for final year students

? Arranging seminar for TE/BE students

Alumni Objectives:

1. To bring together students of ASC youth in every area to act as their representative and coordinate, synchronize and promote their interest in all matters.

2. To utilize the experience, wisdom, zeal, ability and spare time of past students of the ASC the society for the benefit of the weaker section of the society.

3. To take up public interest matters relating to the past students of ASC this area with State and Central Government and Semi Government or private organizations or public co-operations.

4. To promote and provide for education, educational scholarships and medical relief useful to poor and the needy students of ASC.

5. To promote sports education, culture & knowledge by arranging seminars of past students of ASC.

6. To make the students career oriented and attain international standard and by sheer professionalism.

7. To arrange seminars and to develop activities for healthy environment, and to avoid pollution developed the habit of tree plantation; cultivate horticulture gardens and agriculture plants in selected areas.

8. To develop the library and other necessary activities for past students of ASC.

9. To help and assist financially or otherwise, old age homes, rescue homes, health care units, family welfare centers, seminars etc.

10. To promote, social, educational, cultural activities for general education for past students.

11. To promotion, encouragement, and advancement of any training and/or physical efficiency of the past students includes that of sports and games in all their branches.

12. To print and publish books, periodicals, references, information broachers, to develop computer software and to circulate the same and conduct magazine.

COMMITTEE MEMBERS

Sr. No.

Name

Designation

　1.

Sh. Paramjit Singh

President

　1.

Principal (Dr. R. S. Jhanji

Working President

   1.

Sh. Sunil Aggarwal

Vice President

   1.

Sh. Tajinder Sharma

Gen. Secretary

   1.

Sh. Rajneesh Bedi

Cultural Secretary

   1.

Sh. Paramjit Setia

Press Secretary

   1.

Dr. H.S.Bhatti

Dean

   1.

Prof. Gagandeep Sethi

Associate Dean

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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, dedicated, socially committed, secularly imbibed, divinely alert 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. All heads of the various departments chalk out activities to be conducted by involving all the members of the department.

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

- **The teachers of the college motivate students to clear competitive exams.**
- **The IQAC of the college encourages teachers of the college to contribute significantly in publishing good research papers.**

- The IQAC of the college motivate the faculty to use ICT enabled tools in the class.
- The teachers motivate the students to participate in co-curricular and extra activities
- Extension lectures, workshops are organized in the college to develop the skill of the students.
- To avail the opportunities offered by different funding agencies, research cell is established.
- Setting up a studio for recording video lectures
- Upgradation of sports facilities as per present scenario

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

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

The functioning of the college is decentralized with the formation of different committees and clubs for the smooth functioning of academics and co-curricular activities. The committees are comprised of a convener (Senior member) and few other staff members. These committees have major role to play in achieving institution objectives. The convener assigns various tasks to his fellow 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 department.

In order to strengthen participative management, the students are also involved in decision making process by the means of student welfare council. Toppers 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 great extent.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has achieved sustained growth in the past few years both in 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 to motivate present students
- To utilize grants received from the Government in the optimal way
- To establish Memorandum of Understanding with various Government and non-Government organizations for skill development and to enhance the opportunities available to the students.
- To provide the faculty with the training of ICT enabled tools to help them in teaching through online mode

Strategic deployment:

- Faculty of the college updates the educational qualification time to time to achieve excellence in academics. Many teachers of the college enrolled for doctorate program during the session.
- 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.

Various departments of the college organized webinars and workshops for the growth of faculty and students

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

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

The college functions under the management of 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 coordiates 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 different 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	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The college has a well-established welfare mechanism for both teaching and non-teaching staff. The facilities for the 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 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 they handle in the college.**
- **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. But it remained closed during 2020-21 due to Covid 19 pandemic.**
- **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 course.**
- **First aid facility is available for 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	**Nil**
Upload any additional information	**No File Uploaded**

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

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

00

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

01

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	View File
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

18

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

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

Performance appraisal system which has been prescribed by Panjab university Chandigarh and UGC/DPI (Colleges) is being followed in the college in order to enhance the professional growth of the faculty. 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	No File Uploaded

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 maintains transparency in it the management of financial Management by regular audit 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	No File Uploaded

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

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

NIL

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

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

The college has proper mechanism for the mobilization of funds and utilization of 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.**
- **In order to precure the 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 governmental agencies.**
- **College also receives funds from its alumni members in the form of donations as well as from several non-governmental agencies.**
- **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 self-financed courses started by the college as per the Panjab University, Chandigarh and Punjab Government rules.**
- **Rent from bank building and college Canteen are another source 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	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

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, test 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 quality achievement.

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	**Nil**
Upload any additional information	**No File Uploaded**

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, one faculty member has completed the Ph.D. degree and some faculty members got registered for Ph.D. 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	Nil
Upload any additional information	No File Uploaded

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	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

- **Annual Gender Sensitization Action Plan**

A.S.College khanna observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, religion, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 46.4% women students and 40.35% women teaching staff.

Annual gender sensitization action plan taken in the college is as follows:

- Conducting such workshops that enhance diversity and gender-sensitive communication for students and staff.
- Supporting multidimensional representations of women and men
- Appointing a guiding member on the campus who can be contacted by staff and students for situations related to communications that are gender related.
- Enhancing such communications which are unprejudiced with regard gender equality
- Organising activities that create awareness among staff members and students
- Faculty members are encouraged to promote fair participation for leadership roles, creating gender balance in team events wherever possible
- Encourage students to meet faculty, for counseling and to discuss gender related concerns
- Promoting balanced gender share in employing committees

- The code of conduct meant for students promotes gender equality at the various levels.

Special facilities provided for women in terms of

1. Safety and Security

Deployment of security personnel at entry points of college. Entry without valid I-Cards is prohibited. CCTV surveillance in college campus. The staff members carry out proctorial duties in respective blocks to keep a check on unwanted activities.

Following the UGC/University/Government guidelines and directives issued from time to time, it has constituted the Discipline Committee, Ant-Ragging Committee, Special Cell for Redressal of Grievances and Special Cell for Redressal of Women Complaints of Harassment (Both Mental & Sexual).

1. Women Grievances Redressal Cell: In order to address the grievances of the female students and women teachers, a Women's Grievances Redressal Cell.This cell has also worked to sensitise against gender harassment of women. Relevant information regarding the cell has been made available on college website.
2. Anti-Ragging Committee: In order to provide a safe and ragging free atmosphere for the students in the campus this committee has been constituted. Information regarding the committee is made available in prospectus, on the institutional website, also displayed at prominent places in the campus and the college prospectus.

Other Measures:

1. Counseling: Formal and informal avenues are provided for counseling male and female students and staff for academic and other issues/problems
2. Common Room: The institute provides the facility of two spacious common rooms for girls. All the blocks and common rooms have separate wash rooms for women students. Several parks have been reserved for girl students only. Separate seating arrangement in the library has been provided to the girls students.

3. Co-curricular activities.

   Enrolment of 33% Female Cadets and 67% Male cadets in NCC and enrolment of 60% Female Volunteers and 40% Male Volunteers in NSS have been managed for its diverse student population harmoniously. As part of NCC & NSS activities, camps are organized in neighboring villages, which help transform rural women in building awareness about health, hygiene, importance of child education.

File Description	Documents
Annual gender sensitization action plan	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_1_1.pdf
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	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/Special%20facilities%20provided%20for%20women%20in%20terms%20of%20-converted.pdf

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

B. Any 3 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
- Liquid waste management
- Biomedical waste management

- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Provide web link to

- **Relevant documents like agreements/MoUs with Government and other approved agencies**
- **Geo tagged photographs of the facilities**
- **Any other relevant information**
- **Solid waste Management**

Environmental sustainability and conservation are important values imbibed as the core principles of this institution. The college boasts of a dense green campus and abundant biodiversity. College has taken several steps towards Solid Waste Management. The college has a vermi-compost unit. The fallen leaves, plant cuttings etc are used to make compost. All the paper waste is recycled. In the process of recycling, waste is segregated at source.

Liquid waste Management

The waste water at different points is duly disposed off into the sewage system as per the accepted norms. It is important that this waste does not contaminate the water inlet and drinking water sources hence proper disposal is ensured and no water stagnation is allowed.

E waste Recycling : E waste bin has been installed in library for recycling of the electronic waste which prove to be a hazard for the environment.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
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:

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	No File Uploaded
Any other relevant documents	View File

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

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

C. Any 2 of the above

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

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

A. Any 4 or all 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).

- **Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)**
- **Any other relevant information.**

Institute makes all out efforts to provide an inclusive environment for students of all backgrounds, religions, strata, caste etc. Continuous efforts are made so that tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversities is strengthened.

Table shows the activities conducted to inculcate tolerance and harmony among students

S. No.

Name of the Webinar/workshop organized

Organising Department/Institution

No. of Students Participated

1.

Participation in quiz on Aatmanirbhar Bharat

Ministry of Defence, Govt of India

40

2.

Organised poster making competition on 150th Mahatma Jayanti

NSS unit of college

24

3.

Participation in Jan Andolan campaign : pledge for appropriate behavior regarding COVID

Ministry of Information and Broadcasting, GoI

80

4.

Organised Poster, slogan making and video making competition-Azadi ka Amrut Mahotsava

NSS unit of college

11

5.

Participation in '100 Days of Yoga for Unity and Well being'

Heartfulness Covid care Support Team

12

6.

Celebration of Hindi Diwas

Department of Hindi

50

 Such programs unite the students on common platforms and create a sense of belonging and unity among the students

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	View File

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

A. S. College as an institution is proud of the fact not only do we impart a robust foundation in academics but also diligently work to make the students as good citizens of the nation. The institute has given top priority to nurture feelings of unity among student community through different practices and by organizing several

programs. It is ensured that students are motivated and enthusiastically participate in activities promoting "Unity in Diversity".

Programs for Sensitization of students and employees of Institution to Constitutional obligations during the year 2020-21

S. No.

Name of the Webinar/workshop organized

Organising Department/Institution

Year

No. of Students Participated

1.

Participation in quiz on Aatmanirbhar Bharat

Ministry of Defence, Govt of India

2020

40

2.

Organised poster making competition on 150th Mahatma Jayanti

NSS unit of college

2020

24

3.

Participation in Jan Andolan campaign : pledge for appropriate behavior regarding COVID

Ministry of Information and Broadcasting, GoI

2020-

80

4.

Organised Poster, slogan making and video making competition-Azadi ka Amrut Mahotsava

NSS unit of college

2020-21

11

5.

Participation in '100 Days of Yoga for Unity and Well being'

Heartfulness Covid care Support Team

2020-21

12

6.

International Yoga Day

NSS unit of college and Department of Physical Education

2020-21

70

Different faculties of the institution have the healthy practice of organizing activities that motivate the students to live in harmony with each other.

The institution considers it as duty to ensure maximum participation of students in such activities.

Constitution Day

Department of Political Science celebrated the Constitution Day on 26 November 2020 which is an initiative to spread awareness about

our pivotal Constitutional values and ideals, Fundamental Duties and Rights of Indian Citizens.

The students have shown active participation in various programs like Extension Lectures, Seminar, Conferences and different activities like poster making competition, etc. which create awareness about different aspects of Indian Citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_1_9.pdf
Any other relevant information	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_1_9.pdf

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

B. Any 3 of the above

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

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

festivals

Every year the institution commemorates and celebrates several important days of national and international relevance. This provides exposure to students and sensitizes them towards different aspects of life. The programs conduceted during the year 2020-21 are as follows:

S. No.

Name of the Event

Date

Organising Department

No. of Participants

1.

National Sports Day

31.8.20

Department of Physical Education

50

2.

Teacher's Day

5.9.20

A S College

100

3.

Hindi Divas

14.9.20

Hindi Department

50

4.

Guru Nanak Gurpurab

(celebrated in college as Sanjhivalta Diwas)

29.11.20

A. S. College

98

5.

International Women's Day

8.3.21

NSS unit

30

6.

Poshan Pakhwada

31.3.21

NSS unit

60

7.

World Environment Day

5.6.21

A.S. College

67

8.

Platinum Jubilee Institution Day

10.6.21

A. S. College

350

9.

International Yoga Day

21.6.21

NSS unit and Dept of Physical Education

70

Teachers Day: 05 September, 2021

Teacher's Day is celebrated to acknowledge the great role that the teachers play in the lives of students. They bear the overwhelming situations, difficulties and still bring light to the lives of knowledge seekers. Teachers Day is one such event for which students and teachers equally look forward to.

Gandhi Jayanthi: 02 October, 2021

Institution Honours Mahatma Gandhi's role and struggle in the history of Indian Independence. This year 150th anniversary of the great leader was celebrated.

Sanjhiwalta Diwas Guru Nanak Jayanti is celebrated as a day to propagate harmony and brotherhood amongst students of all different strata and backgrounds.

Women's Day This day is celebrated to commemorate the special place and contribution of women in our society.

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

7.2 - Best Practices

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

The Best Education Practices are the wide range of individual activities, policies, and programs meant to bring about positive changes in student attitudes or academic behaviors.

1. **Title of Best Practices: Providing Assistance (financial and books) to needy students**
2. **Objectives of the Practice:**

Education is a life changer for anyone. It is the single most important factor which can greatly enhance quality of life of a student and enhance his/her outlook and vision towards the different aspects of life.

But there are few unfortunate ones who have the desire to excel and educate themselves but are not financially incapable of doing so. With the help of this practice we aim to provide education to the less fortunate ones and illuminate their future with hope and knowledge. Various departments have also set up Book Banks whereby free books are provided to the students who are financially weak.

3. The Context: During the time of admission and otherwise also we come across such students who are willing to get higher education but are restricted due to their poor financial condition. The challenge is to arrange financial assistance through various NGOs, individuals and associations so that maximum number of students can be benefitted. Right to Education act has made great impact and the access to education has increased. Free education in government schools has been a boon for many students. But dreams of many are crushed due to lack of finances and they might be forced to abandon their educational desires. The scheme has been designed and is implemented in such a way that maximum number of students can take advantage of it. Book banks are set up to further help the students

who are not financially sound.

4. The Practice: The college has been approached by several do gooders and philanthropist associations and individuals who are willing to provide financial assistance to needy students in form of fees or scholarships.

The practice is unique in itself as it is not being done in response to any instructions and guidelines issued by government. But it is an impromptu effort by the institution to spread the light of knowledge far and wide and into the darkest corners.

The institution has been providing financial help to students with the help of many organizations, individuals and under government schemes.

Book banks are established in different departments of college to help the needy students. Under this program, books are issued from the book bank to the needy students for the whole semester. After exams they return the books and they are issued books for the new semesters.

These book banks are maintained from extra complimentary copies received by teachers, books donated by old students etc.

The constraints faced in providing financial assistance to students is arranging enough finances to help all the students fully.

Book bank faces afew issues like some of the passout students may not return books or the books may be insufficient for the number of students actually needing the books.

The students have been extended help under various government schemes and by different trusts and individuals listed below:

Name of the scheme

1. Post matric scheme for SC students
2. Central sector scheme of scholarship for colleges (merit, single girl child and disability)
3. Student aid fund
4. Red cross
5. M/s Disha Education welfare trust
6. M/s Brij Lal Gupta Kanta Devi Charitable trust
7. M/s Sangeeta Dutt Memorial Forum
8. M/s Sarbat da Bhala Charitable Trust

9. A.S. College Chemistry Faculty Award
10. Single Girl Child Scholarship
11. Smt Bimla Devi Charitable Trust
12. A S College Alumni Association Scholarship

5. Evidence of Success:

The efforts made by institution over the years have borne fruit and many students have successfully graduated from this college due to the aid provided to them.

Year

2020-21

Name of the scheme

No. of students benefitted by govt scheme

Number of students benefitted by Institution's efforts

No. of students

Amount

Number of students

Amount

Post Matric Scheme for SC students

139

24,82,143

Central Sector Scheme of scholarship for colleges (merit, single

girl child and disability)

68

7,20,000

Student Aid Fund

175

4,23,800

Red Cross

40

60,000

M/s Disha Education welfare trust

19

72500

M/s Brij Lal Gupta Kanta Devi Charitable trust

20

104859

M/s Sangeeta Dutt Memorial Forum

4

71,914

M/s Sarbat da Bhala Charitable Trust

1

10,000

A S College Alumni Association Scholarship   27 84000   A S College Chemistry Faculty Award   1 5000   Smt Bimla Devi Charitable Trust 1 2400

Even though the success of a good deed cannot be measured in figures and the it is the satisfaction of a job well done and knowing that someone got a better life due to one's efforts gives supreme satisfaction. Yet the efforts made by institution and their tangible results can be seen in this table provided. These numbers provide evidence of success that a large number of students benefitted from these efforts and got admission in different courses.

6. Problems Encountered and Resources Required

Conceptualizing and implementing any noble deed is always rampant with several hiccups and problems. The problem faced to find enough donors for providing financial assistance.

While implementing the college level assistance, the students are interviewed to assess their financial status and to verify their

claims.

Book bank faces problems like shortage, non-return of books by students and the books progressively becoming poor in condition due to usage over the years.

Best Practice 2:

1. Title : Participation in Extracurricular Activities
2. Objectives of Practice:

The intended outcome of this practice is to ensure all round development of the students.Education is not just the knowledge of books but it also lies in knowing and testing our capabilities in different fields like sports, cultural activities etc.

3. The Context:

Some people are of the view that extracurricular activities are a waste of time and they take us away from books hence will lead to poor performance in exams. But infact active and well performing students are good at extra curricular as well as studies too. The students can learn to balance their studies with other activities this is an important skill which would be quite useful in their work years.

The college has always encouraged students to hone their skills in creative arts, stage performance, debates, sports etc by organizing various events for them.

4. The Practice

The year 2020-21 was the year when due to pandemic no offline classes could be held in colleges. The annual Youth and Heritage Festival of Panjab University could not be organized.

But students participated in many online competitions held by different institutions and sports events. Many of our students brought laurels to the institution by winning prizes in their respective fields of participation.

The major constraint was the limitation of the online medium.

The number of fields in which competition could be held was limited

it is not feasible to conduct all the activities in online medium.

5. Evidence of Success

As the saying goes action speaks louder than words. Similarly it can be said that results speak for themselves. A good number of our students did the college proud by winning prizes in their respective participation categories.

Some of the extracurricular activities of our students are summarized below

Name of Activity and Organising Institution

Date of Activity

Name of Prize winning students

Online Elocution Competition

P.U. Chandigarh

6-8-20

Shreya and Bavanjot Singh

14 NCC Cadets has performed duty during pandemic as covid volunteer 23-03-20 to 15-08-20 14 NCC Cadets

Online Poetry competition

Online Calligraphy competition

Govt college Girls, Ludhiana

6-8-20

Simranjeet Singh

Shehnaz Khan

Online Hindi Diwas

A.S. College, Khanna

14-9-20

Ritika

Online Poster competition

1. S. College, Khanna

13-10-20

Komal, Manpreet Kaur,

Jashandeep Kaur

Online Essay writing Competition

A S College, Khanna

29-10-20

Ritika, Karamjit,

Ramandeep

Amrut Mahotsav

A S College, Khanna

23-3-21

Pradeep, Amneet, Ritika,

Rashi

Synergy 2021

A S College, Khanna

10-5-21

Shaheen,Kasish,Karan Kapoor

Online Science Quiz Competition

A S College, Khanna

11-5-21

Anudeep, Komalpreet, Simran

Online exhibition

A S College, Khanna

20-5-21

Pardeep,Kesav

Number of Medals/awards for outstanding performance in sports

Year

Name of the award/ medal

Team/Individual

University/state/ National/ International

Sports/Cultural

Name of the Student

2021

Silver

Individual-Karate

International

Sports

Tarun Sharma

2021

Bronze

Individual-Karate

International

Sports

Tarun Sharma

2021

Bronze

Individual-Karate

International

Sports

Tarun Sharma

2021

Gold

Individual-Karate

International

Sports

Ishika Bhasin

All these awards and accolades are proof enough that students of college are highly talented and dedicated towards their participation in various events.

6. Problems encountered and Resources required

Identifying and isolating the best talent among large pool of students is a difficult task. The selected students have to be

trained so that they excel in their respective fields. Many times coaches have to be hired to provide training to students. Such coaching demands resources.

File Description	Documents
Best practices in the Institutional website	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_2_1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The institution has carried forward the Vision of - Improving the lives of our students their communities and enhancing the socioeconomic prosperity of the regions through education while inculcating the spirit of nationalism and striving for excellence in everything we do, the college has been keeping pace with the emerging trends in education. New courses/subjects have been introduced in its curricular framework from time to time to fulfil the aspirations and needs of the students. In addition regular degree courses the college offers Certificate, Diploma and Advance Din dvance Diploma Courses in Travel and Tourism, Biotechnology and Chemistry B.Voc course m Multimedia Graphics and Animation is being offered as a job oriented course. The college had started M.Sc (Chemistry) from the session 2018-19. The first batch of which completed their degree in the year 2020-21. The magnificent campus of the college, its impressive building. spacious playgrounds, well equipped laboratories, Digital Laboratory, Career Guidance Centre, Gymnasium, Audio-Visual Teaching Aids Cell, Language Lab, UGC Network Resource Centre, New PG Block, Hi-Tech AC Auditorium, Seminar Hall, A short firing range, Boxing ring, and non resident student centre are an eloquent testimony to the honest labour of founders, builders and custodians of great temple of learning

The college offers a serene and lush green environment for the all round development of students. There is an equal impetus to academic and extra/co-curricular activities which is distinctive to our

priority, vision and thrust. Merit positions of our students in University Examinations are testimony to this In 2020, Shreya of BCA topped Panjab University examinations. Pawandeep Kaur secured 9th position in university in Msc chemistry examination. Aru Bala Topped Panjab University MA Economics examination. The results of M.Com final year were declared, Ritika secured 8th and Pooja Sharma got 9th position in Panjab University merit.

COVID Awareness

Students of the college fulfilled their moral and ethical responsibility in times of pandemic by creating awareness about COVID-19 .

Students downloaded Arogya Setu app. They participated in various online events like quiz, webinar, training etc. Students were also engaged with community to spread awareness and distribution of Langar to needy people.

S. No.

Name of Initiatives to address locational advantages and disadvantages

Issues Addressed

Year

Number of students and staff participated

1.

Covid Warrior contest through COVA mobile app

Mission Fateh

2020

42

2.

Door to door campaign to extend awareness among people about covid 19 prevention

,,

2020

10

3.

Participation in 7 days online workshop on reviving Physical and Mental Health: Achallenge for all

NSS unitofcollege and Dept of Physical Edu

2020

9

4 Participation in Jan Andolan campaign : pledge for appropriate behavior regarding COVID Ministry of Information and Broadcasting, GoI 2020-21 80 5 Organised Poster, slogan making and video making competition-Azadi ka Amrut Mahotsava

NSS Uniit of

college

2020-21 11 6 Participation in '100 Days of Yoga for Unity and Well being' Heartfulness Covid care Support Team 2020-21 12 7 International Yoga Day NSS unit of college and Department of Physical Education 2020-21 70

In this way college made use of its valuable resources i.e. the students and created awareness about covid appropriate behavior and prepared students to cope up with its stress by organizing mental health workshops, yoga day camps etc

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

All the courses taught in the college are developed & revised by the affiliating University through its board of studies. However departments offering short term courses on informal mode and innovative Skill based B.Voc degree programmes, are required to review & update the components of the syllabus framed by the college. The college ensures effective curriculum delivery through systematic and strategic preparation of action plan by each department in tune with the academic calendar of P.U. Chandigarh. The Heads of all the Departments conducts the meetings to distribute workload as per the specialization and experience of the faculty members and plan the activities of the department. The College follows a specific time table programme for the effective delivery and transaction of the curriculum. At the beginning of the academic session, a comprehensive teaching plan is provided to the students along with the syllabus link of the University. ICT tools are used for effective teaching. Periodic assessment of curriculum delivery is conducted by each department. Remedial coaching is given to slow learner and merit mission is implemented for advance learners. Students enrichment extension lectures are also arranged. The IQAC of the college monitors the effective implementation of the action plan through Intra departmental meetings.

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

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

The College follows the academic calendar issued by the university strictly and an institute-level calendar is also prepared for the purpose. In motion, every teacher is assigned

the subject to be taught during the academic year. The teacher plans the teaching and evaluation schedule of assigned subject. Head of the department compiles the academic plan submitted by the teachers. The IQAC further compiles the inputs received from the various departments and a comprehensive plan is prepared and provided to the Students. All activities including the CIE are conducted in adherence to the calendar of events except unforeseen circumstances. Every department has to submit the compliance of the academic calendar as part of their submission. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, assignment, project/lab work, viva, attendance, unit test and Mid-term examinations etc. and academic records are maintained. The college Examination Board monitors overall internal assessment. It sends the information to the university about the students who are appearing for the examination along with record of internal assessment. Final semester examination are conducted by P.U Chandigarh.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	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	No File Uploaded

1.2 - Academic Flexibility

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

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

NIL

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)

03

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

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

119

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

1.3 - Curriculum Enrichment

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

"Environment, Road Safety, education, violence against Women/children and drug abuse" related to eco system, its sustainability and social issues is an integral part of the curriculum of the first year of every UG degree Programme. University prescribed this course for creating awareness among students.

The college has Women Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. The college ensures "Ragging-free" campus.

The professional ethics are dealt in the classroom through core subjects entitled business marketing management, entrepreneurship development and state legislature etc

Through NCC/NSS, there is an extensive ongoing tree plantation program. The college has eco friendly environment with 200 species of plants including medicinal & seasonal plants. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Rights Day, International Yoga Day, environment day, Earth day etc. These celebrations nurture the moral, ethical and social values in the students. The college organizes workshop/ seminars on Environment & Ecology to make students aware about efficient 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.	**No File Uploaded**

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

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

139

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/Feedback-converted.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/Feedback-converted.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1671

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

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

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

753

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

There is individual attention for slow learners in the class rooms. First of all teachers identify students whose grasping is not upto the mark, then they are given different better treatment in the teaching. They are taught in a more congenial and relaxed manner so that they can learn the concepts and later master them. Sometimes special classes or extra classes are arranged for them to boost their morals. Then the teachers identify some Brilliant students or advance learners. They are given assignments which are challenging and uplift their standards of education. Some extra brilliant and senior teachers are engaged to give them extra knowledge of their subjects. So special education, special classes and some extra lectures are arranged for advance learners. It is also a practice of the college to invite resource persons from different universities to uplift the advance learners.

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

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

Number of Students	Number of Teachers
1671	**55**

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

A.S. College, Khanna provides an effective platform for students to develop latest skills, knowledge attitude, values to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes regular debates and discussions in which students showcase their learning. Students are also motivated to participate in inter college as well as national level competitions.

The institute focuses on the students centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting students centric methods. Each department conducts add on programme to support students in their experiential learning. Laboratory sessions are conducted with content beyond syllabus experiments. Summer internships, Industrial visits are conducted. Then students participate in various activities such as seminars, group discussions, projects and the skill based add on courses. Students are encouraged to participate in activities where they can use their specialized technical and management skills.

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

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

The classrooms and labs are ICT enabled with projectors installed and the campus is enabled with high speed wifi connection. The faculty uses various ICT enabled tools to enhance the quality of teaching-learning like- 1. Google classroom is used to manage and post the course related information, learning material, quizzes assignments, etc. 2. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process. 3. The video lectures are uploaded on appropriate platforms for students to use them as extra learning resources. 4. Online quizzes are conducted to record the feedback of the students. (https://padlet.com/SIESGST/3y7ffk16vi2bsfvx) 5. To teach mathematical subjects in online mode, teachers have used

various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc.

The faculty members are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute-

- PowerPoint presentations
- Online quiz
- Video Conferencing
- Video lecture
- Online competitions

Webinars

File Description	Documents
Upload any additional information	No File Uploaded
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	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

34

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

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

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

23

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

377

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 of examinations is the mirror of the success of teaching. It helps in upgrading the graph of student's success in academics. The internal examinations are conducted to evaluate teaching as well as student's performance by the institution. In our college, the regular tests are conducted by the respective subject teachers after the completion of prescribed syllabus at frequent intervals of time. The tests are taken on the pattern of final examination. Every subject teacher marks the answer paper of each student carefully and proper steps are taken to improve the performance of the students. A proper record is maintained of these tests to mark the improvement of the student. Students are also assessed on the basis of seminars and classroom discussions. The proper guidance is provided to the student to perform well in the examination as well as in life also

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

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

The internal examinations are conducted to ensure the improvement in the performance of the students. In order to make the whole system transparent, the internal assessment is communicated with the students well in time. Personal guidance is given to the poor performing students. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to the internal assessment, the student's interest towards learning and attending the classes also increases. The college has evolved a mechanism for redressal of grievances related to internal examinations. The students are free to see their answer papers and in case of any grievance, they are free to interact with the teacher and get it resolved. They have the right to challenge the evaluation of the answer papers. The college takes special initiative to resolve the grievances of the students timely and efficiently

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

2.6 - Student Performance and Learning Outcomes

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

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 Pos, PSOs and 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.

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

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

The assessment process is important for mapping the outcomes of the course. The performance of the students in the examinations is used to measure the level of attainment of the programme outcomes. The assessment process includes the direct method of measurement by assigning the various tasks to the students. The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result. It also includes Student Assignments, Projects, Mid-Term Examinations and final Examinations. At the Departmental level, the Heads of the

Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of attendance is compulsory to qualify for writing the examination of the course which also ensures students participation in the class. The examinations are conducted to ensure the level of competency of the student.

 For each course, the level of attainment of each CO is compared with the predefined targets and if not attained, the course coordinator takes necessary steps for improvements. If the target criterion level is not reached, then faculty suggest for improvement to attain the same

File Description	Documents
Upload any additional information	No File Uploaded
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

733

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

2.7 - Student Satisfaction Survey

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

www.asckhn.com

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)

.80

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

02

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

02

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

3.2 - Innovation Ecosystem

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

The institution fosters a culture of nurturing students? learning experiences in a manner to transform them as life-long learners and innovators and has created an ecosystem to integrate technology in teaching-learning process. With an aim to create and transfer knowledge, the institution organises awareness lectures on issues like female feticide, AIDS, drug abuse, dowry, environmental pollution, human rights etc. through its different bodies such as NSS, NCC, Community Development Cell, Red Cross Unit, Red Ribbon Club etc. and also organises Blood Donation Camps, Vanmahotsava and celebrates special days of National & International importance in addition to educational excursions, youth festivals, sports events etc. The institution extends all available facilities in terms of space, laboratory equipment, library, internet, support staff and other infrastructural facilities for carrying out these activities. The Internal Quality Assurance Cell (IQAC) and the Placement & Career Guidance Cell of the college determine the regional, national and global market needs of the students and design such programmes that help in imparting additional skills to the students. Different departments are encouraged to bring forward such innovative ideas of translational nature.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	**No File Uploaded**
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

03

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

10

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

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

Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 200 words.

File Description:

- **Paste link for additional information**
- **Upload any additional information**

Economics Department: To sensitize students to social issues, Department organized a number of extension activities in the neighbourhood community. The department celebrated UNESCO International Literacy Day on September 08, 2015. A Poster Making Competition on Literacy with Sub Themes – 1. Literacy Rates in World, 2. Literacy Rates in India, 3. Literacy Rates among Indian States, 4. Literacy Rates in Districts of Punjab, 5. Literacy Rates in Khanna, 6. Rural-Urban Literacy in India, 7. Male-Female Literacy in India, 8. Primary, Secondary, Senior Secondary and Higher Level Literacy in India, 9. Number of Schools, Colleges, Universities, and other Educational Institutions in India, and 10. Top Arts, Commerce, Science, Management, Medical, and

Engineering Institutions in India. Department observed International Day for the Eradication of Poverty on October 20, 2016 and a Photo and Slogan Competition on "Poverty Around Us" was organized on this occasion in which 74 students participated. Department observed World Water Day on 22 March 2019, which is about focusing attention on the importance of water. Awareness about conservation of water was spread by showing informative videos and exhibiting posters on water conservation made by students. A Free Pick-up Counter of United Nations – Fact Sheet was set up in the College. Some Public Taps were also repaired to curtail the leakage of water in Ward No. 29, Bazigar Basti, Vinod Nagar, Khanna and in the college campus and the area around it. Sanitary material was sponsored by Mr. Ankit, M/S Surinder Pipe and Sanitary Store, Khanna and Shri. Ishwar Dass provided his free plumbing services. Department organized an Exhibition on "Zero Hunger and Healthy Diets" on the occasion of World Food Day on 16th October, 2019. Focusing on Food Habits, students from BA and MA Economics explained the benefits of healthy diets. Seven Free e-Booklets about food, healthy diets and safe planet have been shared with the visitors.

Punjabi Department: Organized a webinar on 'Bharti Bhoogolic Khand Vich Shri Guru Tegh Bahadur Sahib Da Yogdan' in collaboratin with P.G.Deptt. of History on 17th July 2020.

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

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

NIL

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

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

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

13

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

546

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

NIL

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

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college provides state of the art infrastructure and facilities for teaching learning process. All the classrooms are fitted with LAN connection in the computer, wifi for the

participants, microphone and good sound system with soundproof wall. Some of the classrooms are fitted with video Conference facilities in which students can attend lectures. We have well equipped computer labs which are used by the students for lab based classes. The college provides different computing softwares which are used by the students as well as faculty members for teaching, learning and research process. Campus is fully wifi enabled in which students can access the internet from each and evey corner of the campus. The college has state of art MDP classrooms used exclusively for organizing MDP sessions. The college members organize online quizzes, seminars etc. The students can mail their assignments for evaluation.

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

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

The college has 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 continue with its endeavours to all to its collection books, print journals and etc and get itself updated regularly. Presently library has an impressive collection of Books 54665 which include bound periodicals, reference books and etc. 12 newspapers received in the college library. UGC networks 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 implementated latest state of the art IT infrastructure. All IT infrascture in the campus is provided power through centeralized generator. Failover has been taken care at all possible level.

DEPARTMENT OF PHYSICAL EDUCATION

Sports facilities:-

1. Indoor gymnasium hall – Badminton court, Chess, Table tennis, Boxing ring
2. Athletic track
3. Football ground
4. Cricket ground
5. National Style Kabaddi ground
6. Circle style Kabaddi ground
7. Basketball court
8. Volleyball court
9. Indoor gym
10. Ourdoor gym

The College has stadium with sitting capacity of 2000 spectators/Well furnished Track surrounded by fully green belt

Annual sports events:-

1. Inter Class competitions: - The Department of Physical Education organizes inter class competitions in fourteen sports disciplines. Ten Inter Class Competitions organises for boys including chess, badminton, table tennis, basketball, Volleyball, cricket, cross country, football, kabaddi and tug of war. Four Inter class competitions were organized for girls namely chess, badminton, table tennis and tug of war.
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 for outstanding sportsmen: - 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	**Nil**

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

36

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

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)

1345763

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	<u>View File</u>

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: SOUL 2.0**
- **Nature of automation (fully or partially) fully**

- **Version: 2.0**
- **Year of Automation: 2014**

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

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

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)

128477

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

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

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

10

File Description	Documents
Any additional information	**No File Uploaded**
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

Recognising the importance of technology in education, the institute has implemented latest state of the art IT infrastructure. The institute aims at providing uptime including ensuring server uptime, date recovery and backup, facilting storage management, hardware, network operations, streamlinging operations and simplifying end uses support. The institute is being able to achieve this by developing failover equipment in all possible places. All IT infrastructure in the campus is also providing power through centerlized generator. The college has a robust and vibrant IT policy. The policy aims at providing uninterrupted services to all stakeholders viz. faculty, officers, staff and students. It includes certralised data centre, wifi campus, learning management systems, web services and email services. During the lockdown due to Covid pandemic, classes were held online for students across all programme. IT infrastructure is update so that hassle free classes conduct during this period.

IT infrastructure on college is subject to regular updation as it firmly believes that IT of an organization has the fastest obsolesce rate. The budget allocation of IT is in line with the existing requirement and foreseeing the future ones. Today college can boast of having one at the best IT infrastructure in the area. The budget is judiciously used to upgrade the existing set up and replace the worn out and outdated equipment.

All the faculty members of the college have been provided with laptop with latest configuration.

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

4.3.2 - Number of Computers

140

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

1224918

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 well knit system of maintaining and utilizing Physical, Academic and sports infrastructure. Each facility is managed and controlled by respective faculty head/incharges with the support of supporting staff. The academic facilities like library, labs, Seminar Rooms, Smart Class rooms, language labs, music lab etc. are maintained by respective incharges. Library facilities and support is provided and maintained by librarian of the college who is assisted by Assistant Librarian and other supporting staff.

The college has Annual Maintence Contract for maintaining its computer and different equipments. Maintainance of the classrooms are monitored by Administration department. There is Library Committee which meet regular intervals for facilitating the smoth running of the library activities. Allocation of classes to different classrooms are done by time table committee. Time slots to computer labs terminals are done by the computer centre in consultation with the Academic Admin. Timeslots to Gymanisum, sports ground, cricket stadium timeslots are maintained by the student body.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

207

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

259

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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	**C. 2 of the above**

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

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

`14`

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

`14`

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

10

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

56

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

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

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

17

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

12

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univ ersity/state/national/internationa l 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)

 Students have active representation on academic and administrative bodies and committees of the Institute.

1. Class Committees: All programmes have class committees for each course that comprise of student members representing meritorious as well as weak students, alongwith faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester.

2.Cultural and Sports Committees: Students have strong representations in all cultural and sports and games committees and help in organization and management of events. Students manage the entire functioning and organize extra-curricular events and competitions throughout the year.

3.Organization of Special Events: Students organize, and celebrate the National Teachers Day, on Sept. 5, every year by

honoring teachers and presenting cultural programme, organizing exhibitions for celebrating the national and international days such as International Women DAY, World Water Day etc.

The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and builds confidence in each student.

Contribution of the Student Council in Academic Administration:

1. Coordination in day to day academic activities at their level

2. Coordination in communicating the information between students and Teaching faculty

3. Coordination in conducting special events like celebrating the national and international days by organizing exhibitions etc.

4. Coordination in organizing Cultural events

5. Coordination in organizing Sports & Games for the students

6. Coordination in arranging Industrial Visits for the students

7. Coordination in organizing the Seminars & Workshops

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

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

15

File Description	Documents
Report of the event	**No File Uploaded**
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

The College has registered Alumni Association. Alumni Registration No. is 1789/1998.

? While rejuvenating the memories of the college, a network of old students was achieved.

? Today, it is the backbone of the institution. The institution rests on the rich history of the student's success and glory.

? Association regularly meets and interacts with the management. It is the flag bearer of the developments in the institution.

? The Alumni organizes lectures on personality development. Over the years it has been helping in holding interactive sessions to motivate students regarding social adjustments and career seeking.

? The alumni appear for various activities and their suggestions are taken into account. Alumni day is celebrated and their achievements are recognized. The successful alumni are selected as guests of honor for awards.

Alumni Benefits for Students:

? Personality Development Program

? Career Advising

? Industry Institute Interaction

? Mentoring

? Placement assistance

? Sponsorship

? Project Assistance for final year students

? Arranging seminar for TE/BE students

Alumni Objectives:

1. To bring together students of ASC youth in every area to act as their representative and coordinate, synchronize and promote their interest in all matters.

2. To utilize the experience, wisdom, zeal, ability and spare time of past students of the ASC the society for the benefit of the weaker section of the society.

3. To take up public interest matters relating to the past students of ASC this area with State and Central Government and Semi Government or private organizations or public co-operations.

4. To promote and provide for education, educational scholarships and medical relief useful to poor and the needy students of ASC.

5. To promote sports education, culture & knowledge by arranging seminars of past students of ASC.

6. To make the students career oriented and attain international standard and by sheer professionalism.

7. To arrange seminars and to develop activities for healthy environment, and to avoid pollution developed the habit of tree plantation; cultivate horticulture gardens and agriculture plants in selected areas.

8. To develop the library and other necessary activities for past students of ASC.

9. To help and assist financially or otherwise, old age homes, rescue homes, health care units, family welfare centers, seminars etc.

10. To promote, social, educational, cultural activities for general education for past students.

11. To promotion, encouragement, and advancement of any training and/or physical efficiency of the past students includes that of sports and games in all their branches.

12. To print and publish books, periodicals, references, information broachers, to develop computer software and to circulate the same and conduct magazine.

COMMITTEE MEMBERS

Sr. No.

Name

Designation

1.

Sh. Paramjit Singh

President

1.

Principal (Dr. R. S. Jhanji

Working President

1.

Sh. Sunil Aggarwal

Vice President

1.

Sh. Tajinder Sharma

Gen. Secretary

   1.

Sh. Rajneesh Bedi

Cultural Secretary

   1.

Sh. Paramjit Setia

Press Secretary

   1.

Dr. H.S.Bhatti

Dean

   1.

Prof. Gagandeep Sethi

Associate Dean

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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, dedicated, socially committed, secularly imbibed, divinely alert 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. All heads of the various departments chalk out activities to be conducted by involving all the members of the department.

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

- The teachers of the college motivate students to clear competitive exams.
- The IQAC of the college encourages teachers of the college to contribute significantly in publishing good research papers.
- The IQAC of the college motivate the faculty to use ICT enabled tools in the class.
- The teachers motivate the students to participate in co-curricular and extra activities
- Extension lectures, workshops are organized in the college to develop the skill of the students.
- To avail the opportunities offered by different funding agencies, research cell is established.
- Setting up a studio for recording video lectures
- Upgradation of sports facilities as per present scenario

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

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

The functioning of the college is decentralized with the formation of different committees and clubs for the smooth functioning of academics and co-curricular activities. The committees are comprised of a convener (Senior member) and few other staff members. These committees have major role to play in achieving institution objectives. The convener assigns various tasks to his fellow 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 department.

In order to strengthen participative management, the students are also involved in decision making process by the means of student welfare council. Toppers 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 great extent.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has achieved sustained growth in the past few years both in 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 to motivate present students
- To utilize grants received from the Government in the optimal way
- To establish Memorandum of Understanding with various Government and non-Government organizations for skill development and to enhance the opportunities available to the students.
- To provide the faculty with the training of ICT enabled tools to help them in teaching through online mode

Strategic deployment:

- Faculty of the college updates the educational qualification time to time to achieve excellence in academics. Many teachers of the college enrolled for doctorate program during the session.
- 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.

Various departments of the college organized webinars and workshops for the growth of faculty and students

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

The college functions under the management of 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 coordiates 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 different 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	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The college has a well-established welfare mechanism for both teaching and non-teaching staff. The facilities for the 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 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 they handle in the college.**
- **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. But it remained closed during 2020-21 due to Covid 19 pandemic.**
- **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 course.**
- **First aid facility is available for 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	**Nil**
Upload any additional information	**No File Uploaded**

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

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

00

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

01

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	View File
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

18

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

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

Performance appraisal system which has been prescribed by Panjab university Chandigarh and UGC/DPI (Colleges) is being followed in the college in order to enhance the professional growth of the faculty. 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	No File Uploaded

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 maintains transparency in it the management of financial Management by regular audit 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	No File Uploaded

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

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

NIL

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

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

The college has proper mechanism for the mobilization of funds and utilization of 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.
- In order to precure the 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 governmental agencies.
- College also receives funds from its alumni members in the form of donations as well as from several non-governmental agencies.
- 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 self-financed courses started by the college as per the Panjab University, Chandigarh and Punjab Government rules.
- Rent from bank building and college Canteen are another source 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	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

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, test 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 quality achievement.

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	**Nil**
Upload any additional information	**No File Uploaded**

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, one faculty member has completed the Ph.D. degree and some faculty members got registered for Ph.D. 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	Nil
Upload any additional information	No File Uploaded

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,	D. Any 1 of the above

NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	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

- **Annual Gender Sensitization Action Plan**

A.S.College khanna observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, religion, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 46.4% women students and 40.35% women teaching staff.

Annual gender sensitization action plan taken in the college is as follows:

- Conducting such workshops that enhance diversity and gender-sensitive communication for students and staff.
- Supporting multidimensional representations of women and men
- Appointing a guiding member on the campus who can be contacted by staff and students for situations related to communications that are gender related.
- Enhancing such communications which are unprejudiced with regard gender equality
- Organising activities that create awareness among staff members and students
- Faculty members are encouraged to promote fair participation for leadership roles, creating gender balance in team events wherever possible

- Encourage students to meet faculty, for counseling and to discuss gender related concerns
- Promoting balanced gender share in employing committees
- The code of conduct meant for students promotes gender equality at the various levels.

Special facilities provided for women in terms of

1. Safety and Security

Deployment of security personnel at entry points of college. Entry without valid I-Cards is prohibited. CCTV surveillance in college campus. The staff members carry out proctorial duties in respective blocks to keep a check on unwanted activities.

Following the UGC/University/Government guidelines and directives issued from time to time, it has constituted the Discipline Committee, Ant-Ragging Committee, Special Cell for Redressal of Grievances and Special Cell for Redressal of Women Complaints of Harassment (Both Mental & Sexual).

1. Women Grievances Redressal Cell: In order to address the grievances of the female students and women teachers, a Women's Grievances Redressal Cell.This cell has also worked to sensitise against gender harassment of women. Relevant information regarding the cell has been made available on college website.
2. Anti-Ragging Committee: In order to provide a safe and ragging free atmosphere for the students in the campus this committee has been constituted. Information regarding the committee is made available in prospectus, on the institutional website, also displayed at prominent places in the campus and the college prospectus.

Other Measures:

1. Counseling: Formal and informal avenues are provided for counseling male and female students and staff for academic and other issues/problems
2. Common Room: The institute provides the facility of two spacious common rooms for girls. All the blocks and common rooms have separate wash rooms for women students. Several

parks have been reserved for girl students only. Separate seating arrangement in the library has been provided to the girls students.

3. Co-curricular activities.

   Enrolment of 33% Female Cadets and 67% Male cadets in NCC and enrolment of 60% Female Volunteers and 40% Male Volunteers in NSS have been managed for its diverse student population harmoniously. As part of NCC & NSS activities, camps are organized in neighboring villages, which help transform rural women in building awareness about health, hygiene, importance of child education.

File Description	Documents
Annual gender sensitization action plan	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_1_1.pdf
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	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/Special%20facilities%20provided%20for%20women%20in%20terms%20of%20-converted.pdf

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	B. Any 3 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
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Provide web link to

- Relevant documents like agreements/MoUs with Government and other approved agencies
- Geo tagged photographs of the facilities
- Any other relevant information
- Solid waste Management

Environmental sustainability and conservation are important values imbibed as the core principles of this institution. The college boasts of a dense green campus and abundant biodiversity. College has taken several steps towards Solid Waste Management. The college has a vermi-compost unit. The fallen leaves, plant cuttings etc are used to make compost. All the paper waste is recycled. In the process of recycling, waste is segregated at source.

Liquid waste Management

The waste water at different points is duly disposed off into the sewage system as per the accepted norms. It is important that this waste does not contaminate the water inlet and drinking water sources hence proper disposal is ensured and no water stagnation is allowed.

E waste Recycling : E waste bin has been installed in library for recycling of the electronic waste which prove to be a hazard for the environment.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
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	**No File Uploaded**
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

C. Any 2 of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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	<u>View File</u>

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).

- - Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)
  - Any other relevant information.

Institute makes all out efforts to provide an inclusive environment for students of all backgrounds, religions, strata, caste etc. Continuous efforts are made so that tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversities is strengthened.

Table shows the activities conducted to inculcate tolerance and harmony among students

S. No.

Name of the Webinar/workshop organized

Organising Department/Institution

No. of Students Participated

1.

Participation in quiz on Aatmanirbhar Bharat

Ministry of Defence, Govt of India

40

2.

Organised poster making competition on 150th Mahatma Jayanti

NSS unit of college

24

3.

Participation in Jan Andolan campaign : pledge for appropriate behavior regarding COVID

Ministry of Information and Broadcasting, GoI

80

4.

Organised Poster, slogan making and video making competition-Azadi ka Amrut Mahotsava

NSS unit of college

11

5.

Participation in '100 Days of Yoga for Unity and Well being'

Heartfulness Covid care Support Team

12

6.

Celebration of Hindi Diwas

Department of Hindi

50

Such programs unite the students on common platforms and create a sense of belonging and unity among the students

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	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations:

values, rights, duties and responsibilities of citizens

A. S. College as an institution is proud of the fact not only do we impart a robust foundation in academics but also diligently work to make the students as good citizens of the nation. The institute has given top priority to nurture feelings of unity among student community through different practices and by organizing several programs. It is ensured that students are motivated and enthusiastically participate in activities promoting "Unity in Diversity".

Programs for Sensitization of students and employees of Institution to Constitutional obligations during the year 2020-21

S. No.

Name of the Webinar/workshop organized

Organising Department/Institution

Year

No. of Students Participated

1.

Participation in quiz on Aatmanirbhar Bharat

Ministry of Defence, Govt of India

2020

40

2.

Organised poster making competition on 150th Mahatma Jayanti

NSS unit of college

2020

24

3.

Participation in Jan Andolan campaign : pledge for appropriate behavior regarding COVID

Ministry of Information and Broadcasting, GoI

2020-

80

4.

Organised Poster, slogan making and video making competition-Azadi ka Amrut Mahotsava

NSS unit of college

2020-21

11

5.

Participation in '100 Days of Yoga for Unity and Well being'

Heartfulness Covid care Support Team

2020-21

12

6.

International Yoga Day

NSS unit of college and Department of Physical Education

2020-21

70

Different faculties of the institution have the healthy practice of organizing activities that motivate the students to live in harmony with each other.

The institution considers it as duty to ensure maximum participation of students in such activities.

Constitution Day

Department of Political Science celebrated the Constitution Day on 26 November 2020 which is an initiative to spread awareness about our pivotal Constitutional values and ideals, Fundamental Duties and Rights of Indian Citizens.

The students have shown active participation in various programs like Extension Lectures, Seminar, Conferences and different activities like poster making competition, etc. which create awareness about different aspects of Indian Citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_1_9.pdf
Any other relevant information	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_1_9.pdf

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	B. Any 3 of the above

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

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

Every year the institution commemorates and celebrates several important days of national and international relevance. This provides exposure to students and sensitizes them towards different aspects of life. The programs conduceted during the year 2020-21 are as follows:

S. No.

Name of the Event

Date

Organising Department

No. of Participants

1.

National Sports Day

31.8.20

Department of Physical Education

50

2.

Teacher's Day

5.9.20

A S College

100

3.

Hindi Divas

14.9.20

Hindi Department

50

4.

Guru Nanak Gurpurab

(celebrated in college as Sanjhivalta Diwas)

29.11.20

A. S. College

98

5.

International Women's Day

8.3.21

NSS unit

30

6.

Poshan Pakhwada

31.3.21

NSS unit

60

7.

World Environment Day

5.6.21

A.S. College

67

8.

Platinum Jubilee Institution Day

10.6.21

A. S. College

350

9.

International Yoga Day

21.6.21

NSS unit and Dept of Physical Education

70

Teachers Day: 05 September, 2021

Teacher's Day is celebrated to acknowledge the great role that the teachers play in the lives of students. They bear the overwhelming situations, difficulties and still bring light to the lives of knowledge seekers. Teachers Day is one such event for which students and teachers equally look forward to.

Gandhi Jayanthi: 02 October, 2021

Institution Honours Mahatma Gandhi's role and struggle in the history of Indian Independence. This year 150th anniversary of the great leader was celebrated.

Sanjhiwalta Diwas Guru Nanak Jayanti is celebrated as a day to propagate harmony and brotherhood amongst students of all

different strata and backgrounds.

Women's Day This day is celebrated to commemorate the special place and contribution of women in our society.

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

7.2 - Best Practices

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

The Best Education Practices are the wide range of individual activities, policies, and programs meant to bring about positive changes in student attitudes or academic behaviors.

1. Title of Best Practices: Providing Assistance (financial and books) to needy students
2. Objectives of the Practice:

Education is a life changer for anyone. It is the single most important factor which can greatly enhance quality of life of a student and enhance his/her outlook and vision towards the different aspects of life.

But there are few unfortunate ones who have the desire to excel and educate themselves but are not financially incapable of doing so. With the help of this practice we aim to provide education to the less fortunate ones and illuminate their future with hope and knowledge. Various departments have also set up Book Banks whereby free books are provided to the students who are financially weak.

3. The Context: During the time of admission and otherwise also we come across such students who are willing to get higher education but are restricted due to their poor financial

condition. The challenge is to arrange financial assistance through various NGOs, individuals and associations so that maximum number of students can be benefitted. Right to Education act has made great impact and the access to education has increased. Free education in government schools has been a boon for many students. But dreams of many are crushed due to lack of finances and they might be forced to abandon their educational desires. The scheme has been designed and is implemented in such a way that maximum number of students can take advantage of it. Book banks are set up to further help the students who are not financially sound.

4. The Practice: The college has been approached by several do gooders and philanthropist associations and individuals who are willing to provide financial assistance to needy students in form of fees or scholarships.

The practice is unique in itself as it is not being done in response to any instructions and guidelines issued by government. But it is an impromptu effort by the institution to spread the light of knowledge far and wide and into the darkest corners.

The institution has been providing financial help to students with the help of many organizations, individuals and under government schemes.

Book banks are established in different departments of college to help the needy students. Under this program, books are issued from the book bank to the needy students for the whole semester. After exams they return the books and they are issued books for the new semesters.

These book banks are maintained from extra complimentary copies received by teachers, books donated by old students etc.

The constraints faced in providing financial assistance to students is arranging enough finances to help all the students fully.

Book bank faces afew issues like some of the passout students may not return books or the books may be insufficient for the number of students actually needing the books.

The students have been extended help under various government schemes and by different trusts and individuals listed below:

Name of the scheme

1. Post matric scheme for SC students
2. Central sector scheme of scholarship for colleges (merit, single girl child and disability)
3. Student aid fund
4. Red cross
5. M/s Disha Education welfare trust
6. M/s Brij Lal Gupta Kanta Devi Charitable trust
7. M/s Sangeeta Dutt Memorial Forum
8. M/s Sarbat da Bhala Charitable Trust
9. A.S. College Chemistry Faculty Award
10. Single Girl Child Scholarship
11. Smt Bimla Devi Charitable Trust
12. A S College Alumni Association Scholarship

5. Evidence of Success:

The efforts made by institution over the years have borne fruit and many students have successfully graduated from this college due to the aid provided to them.

Year

2020-21

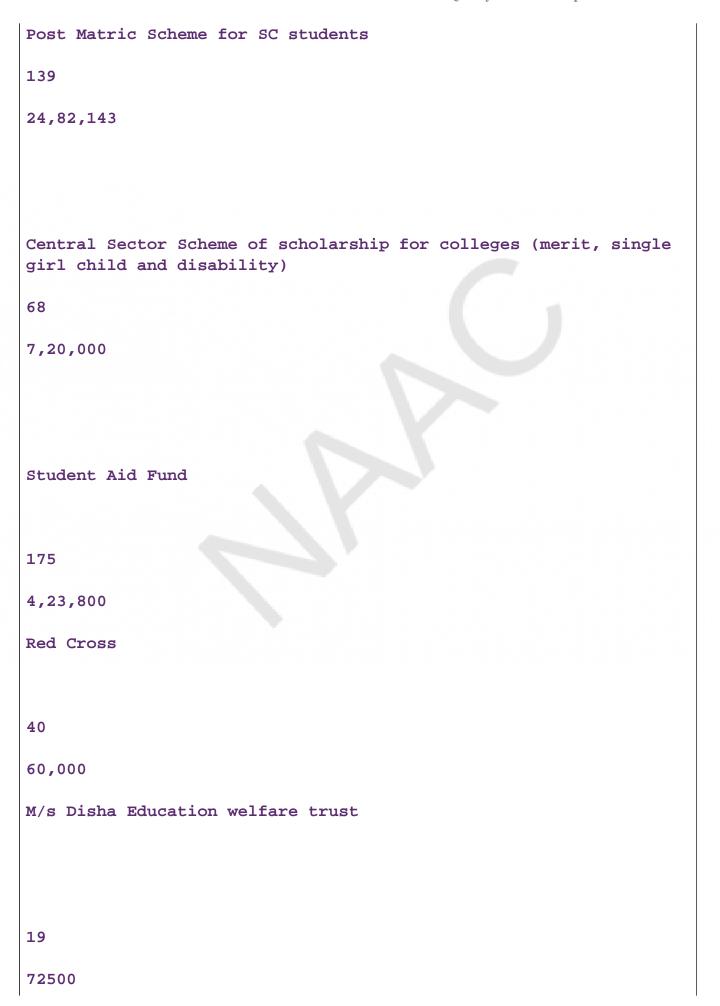Name of the scheme

No. of students benefitted by govt scheme

Number of students benefitted by Institution's efforts

No. of students

Amount

Number of students

Amount

Post Matric Scheme for SC students

139

24,82,143

Central Sector Scheme of scholarship for colleges (merit, single girl child and disability)

68

7,20,000

Student Aid Fund

175

4,23,800

Red Cross

40

60,000

M/s Disha Education welfare trust

19

72500

M/s Brij Lal Gupta Kanta Devi Charitable trust

20

104859

M/s Sangeeta Dutt Memorial Forum

4

71,914

M/s Sarbat da Bhala Charitable Trust

1

10,000

A S College Alumni Association Scholarship   27 84000   A S College Chemistry Faculty Award   1 5000   Smt Bimla Devi Charitable Trust   1 2400

Even though the success of a good deed cannot be measured in figures and the it is the satisfaction of a job well done and knowing that someone got a better life due to one's efforts gives supreme satisfaction. Yet the efforts made by institution and their tangible results can be seen in this table provided. These numbers provide evidence of success that a large number of

students benefitted from these efforts and got admission in different courses.

6. Problems Encountered and Resources Required

Conceptualizing and implementing any noble deed is always rampant with several hiccups and problems. The problem faced to find enough donors for providing financial assistance.

While implementing the college level assistance, the students are interviewed to assess their financial status and to verify their claims.

Book bank faces problems like shortage, non-return of books by students and the books progressively becoming poor in condition due to usage over the years.

Best Practice 2:

    1. Title : Participation in Extracurricular Activities
    2. Objectives of Practice:

The intended outcome of this practice is to ensure all round development of the students.Education is not just the knowledge of books but it also lies in knowing and testing our capabilities in different fields like sports, cultural activities etc.

3. The Context:

Some people are of the view that extracurricular activities are a waste of time and they take us away from books hence will lead to poor performance in exams. But infact active and well performing students are good at extra curricular as well as studies too. The students can learn to balance their studies with other activities this is an important skill which would be quite useful in their work years.

The college has always encouraged students to hone their skills in creative arts, stage performance, debates, sports etc by organizing various events for them.

4. The Practice

The year 2020-21 was the year when due to pandemic no offline

classes could be held in colleges. The annual Youth and Heritage Festival of Panjab University could not be organized.

But students participated in many online competitions held by different institutions and sports events. Many of our students brought laurels to the institution by winning prizes in their respective fields of participation.

The major constraint was the limitation of the online medium.

The number of fields in which competition could be held was limited it is not feasible to conduct all the activities in online medium.

5. Evidence of Success

As the saying goes action speaks louder than words. Similarly it can be said that results speak for themselves. A good number of our students did the college proud by winning prizes in their respective participation categories.

Some of the extracurricular activities of our students are summarized below

Name of Activity and Organising Institution

Date of Activity

Name of Prize winning students

Online Elocution Competition

P.U. Chandigarh

6-8-20

Shreya and Bavanjot Singh

14 NCC Cadets has performed duty during pandemic as covid volunteer 23-03-20 to 15-08-20 14 NCC Cadets

Online Poetry competition

Online Calligraphy competition

Govt college Girls, Ludhiana

6-8-20

Simranjeet Singh

Shehnaz Khan

Online Hindi Diwas

A.S. College, Khanna

14-9-20

Ritika

Online Poster competition

1. S. College, Khanna

13-10-20

Komal, Manpreet Kaur,

Jashandeep Kaur

Online Essay writing Competition

A S College, Khanna

29-10-20

Ritika, Karamjit,

Ramandeep

Amrut Mahotsav

A S College, Khanna

23-3-21

Pradeep, Amneet, Ritika,

Rashi

Synergy 2021

A S College, Khanna

10-5-21

Shaheen,Kasish,Karan Kapoor

Online Science Quiz Competition

A S College, Khanna

11-5-21

Anudeep, Komalpreet, Simran

Online exhibition

A S College, Khanna

20-5-21

Pardeep,Kesav

Number of Medals/awards for outstanding performance in sports

Year

Name of the award/ medal

Team/Individual

University/state/ National/ International

Sports/Cultural

Name of the Student

2021

Silver

Individual-Karate

International

Sports

Tarun Sharma

2021

Bronze

Individual-Karate

International

Sports

Tarun Sharma

2021

Bronze

Individual-Karate

International

Sports

Tarun Sharma

2021

Gold

Individual-Karate

International

Sports

Ishika Bhasin

All these awards and accolades are proof enough that students of college are highly talented and dedicated towards their participation in various events.

6. Problems encountered and Resources required

Identifying and isolating the best talent among large pool of students is a difficult task. The selected students have to be trained so that they excel in their respective fields. Many times coaches have to be hired to provide training to students. Such coaching demands resources.

File Description	Documents
Best practices in the Institutional website	http://www.asckhn.com/acskhn/userfiles/file/AQAR2020-21/7_2_1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The institution has carried forward the Vision of - Improving the lives of our students their communities and enhancing the socioeconomic prosperity of the regions through education while inculcating the spirit of nationalism and striving for excellence in everything we do, the college has been keeping pace with the emerging trends in education. New courses/subjects have been introduced in its curricular framework from time to time to fulfil the aspirations and needs of the students. In addition regular degree courses the college offers Certificate, Diploma and Advance Din dvance Diploma Courses in Travel and Tourism, Biotechnology and Chemistry B.Voc course m Multimedia Graphics and Animation is being offered as a job oriented course. The college had started M.Sc (Chemistry) from the session 2018-19. The first batch of which completed their degree in the year 2020-21. The magnificent campus of the college, its impressive

building. spacious playgrounds, well equipped laboratories, Digital Laboratory, Career Guidance Centre, Gymnasium, Audio-Visual Teaching Aids Cell, Language Lab, UGC Network Resource Centre, New PG Block, Hi-Tech AC Auditorium, Seminar Hall, A short firing range, Boxing ring, and non resident student centre are an eloquent testimony to the honest labour of founders, builders and custodians of great temple of learning

The college offers a serene and lush green environment for the all round development of students. There is an equal impetus to academic and extra/co-curricular activities which is distinctive to our priority, vision and thrust. Merit positions of our students in University Examinations are testimony to this In 2020, Shreya of BCA topped Panjab University examinations. Pawandeep Kaur secured 9th position in university in Msc chemistry examination. Aru Bala Topped Panjab University MA Economics examination. The results of M.Com final year were declared, Ritika secured 8th and Pooja Sharma got 9th position in Panjab University merit.

COVID Awareness

Students of the college fulfilled their moral and ethical responsibility in times of pandemic by creating awareness about COVID-19 .

Students downloaded Arogya Setu app. They participated in various online events like quiz, webinar, training etc. Students were also engaged with community to spread awareness and distribution of Langar to needy people.

S. No.

Name of Initiatives to address locational advantages and disadvantages

Issues Addressed

Year

Number of students and staff participated

1.

Covid Warrior contest through COVA mobile app

Mission Fateh

2020

42

2.

Door to door campaign to extend awareness among people about covid 19 prevention

''

2020

10

3.

Participation in 7 days online workshop on reviving Physical and Mental Health: Achallenge for all

NSS unitofcollege and Dept of Physical Edu

2020

9

4 Participation in Jan Andolan campaign : pledge for appropriate behavior regarding COVID Ministry of Information and Broadcasting, GoI 2020-21 80 5 Organised Poster, slogan making and video making competition-Azadi ka Amrut Mahotsava

NSS Uniit of

college

2020-21 11 6 Participation in '100 Days of Yoga for Unity and Well being' Heartfulness Covid care Support Team 2020-21 12 7 International Yoga Day NSS unit of college and Department of

Physical Education 2020-21 70

In this way college made use of its valuable resources i.e. the students and created awareness about covid appropriate behavior and prepared students to cope up with its stress by organizing mental health workshops, yoga day camps etc

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. **To organize Panjab University Interzonal Youth Festival**
2. **Construction of tennis court.**
3. **Renovation and upgradation of indoor gym with latest equipments.**
4. **To carry out upgradation work of wooden badminton court.**
5. **To carry out necessary renovations in stadium**
6. **Upgradation of waterpump(Motor) for atheletic track.**
7. **Installation of New water supply system for atheletic track.**
8. **Fencing of volleyball courts.**
9. **Construction of Cemented Cricket pitch for practice.**
10. **To strengthen the department level activities**
11. **Repair of stadium's Parking shed.**
12. **Library to activate a book reading club and presentation of book reviews by students.**
13. **To engage more students in small non formal projects like vermicomposting, electronics basics, computer basics, water testing etc.**
14. **To organize awareness campaign for green diwali and shunning the bursting of crackers.**
15. **To organize seminars, workshops, extension lectures, NSS, NCC activities, debates, athletic events and other co-curricular activities and to commemorate days of national and international importance.**