



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

ASIAN EDUCATIONAL INSTITUTE

- Name of the Head of the institution

DR. SANJEEV KUMAR MODI

- Designation

PRINCIPAL

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

+918146411129

- Mobile no

9417570021

- Registered e-mail

asianinstitution@gmail.com

- Alternate e-mail

asianinstitution@gmail.com

- Address

**Opp. Tricone City, Sirhind Road,
Patiala 147001**

- City/Town

PATIALA

- State/UT

PUNJAB

- Pin Code

147001

2.Institutional status

- Affiliated /Constituent

AFFILIATED

- Type of Institution

Co-education

- Location

Rural

- Financial Status **Self-financing**
- Name of the Affiliating University **PUNJABI UNIVERSITY PATIALA**
- Name of the IQAC Coordinator **DR SAPNA RATHORE**
- Phone No. **9988010733**
- Alternate phone No. **8288063195**
- Mobile **9417570021**
- IQAC e-mail address **asianegreeiqac@gmail.com**
- Alternate Email address **asianinstitution@gmail.com**

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

https://www.asianedu.org/dekehg3598uekk/162202421526AEI_AQAR_2021_22.pdf

4. Whether Academic Calendar prepared during the year?

Yes

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

https://www.asianedu.org/dekehg3598uekk/232202441151Academic_Cal.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.02	2022	29/03/2022	28/03/2027

6. Date of Establishment of IQAC

18/05/2020

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 3

- 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)

IQAC has made significant contributions in the following manner: *

IQAC has initiated up-dation of the college website with faculty profiles, department profiles, profiles of different societies etc.

* Enhancing e-management in college administration by uploading student related application forms on college websites. *

Establishing a policy of annual submission of APAR by teachers every year by 30th June. IQAC has devised a system to organize Parent Teachers Meeting by the end of every semester. *

Establishing Alumni Association in college and holding interaction meetings with achiever alumni. *

IQAC event calendar for each department was prepared and was put on the college website. *

A large number of events including webinars, talks on relevant topics like IPR, Faculty Development Programs on Technological Advancement in the field of Education were organized under the aegis of IQAC. *

Workshop on PFMS for Account Department of the College to promote e-management of all staff forms was conducted

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
To Start a wing of National Cadet Corps in the Institute	To start an NCC unit in the campus. Mr. Puneet was allocated the duty to submit an application to the concerned department. A unit of 50 Vacancies was allotted on 26th June 2023
E-Management	Online admission system was integrated on the website. A system of students data analysis was made online. University has integrated the online students registration and examination system which has been integrated on the college website.
Application for Autonomous Status	To file an application to UGC for getting the status of Autonomous. Dr. Sanjeev Kumar Modi and Dr. Sapna Rathore was allocated the duty to file applications on the UGC portal. The application in this regard was submitted on 24th June 2023.
Organisation of Workshops	Seminars and workshops for faculty, non-teaching and students were organised.

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

- Name of the statutory body

Name	Date of meeting(s)
Board of Governance	17/02/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	ASIAN EDUCATIONAL INSTITUTE
• Name of the Head of the institution	DR. SANJEEV KUMAR MODI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+918146411129
• Mobile no	9417570021
• Registered e-mail	asianinstitution@gmail.com
• Alternate e-mail	asianinstitution@gmail.com
• Address	Opp. Tricone City, Sirhind Road, Patiala 147001
• City/Town	PATIALA
• State/UT	PUNJAB
• Pin Code	147001
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	PUNJABI UNIVERSITY PATIALA
• Name of the IQAC Coordinator	DR SAPNA RATHORE

• Phone No.	9988010733				
• Alternate phone No.	8288063195				
• Mobile	9417570021				
• IQAC e-mail address	asiandegreeiqac@gmail.com				
• Alternate Email address	asianinstitution@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.asianedu.org/dekehg3598uekk/162202421526AEI_AQAR_2021_22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.asianedu.org/dekehg3598uekk/232202441151Academic_Cal.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.02	2022	29/03/2022	28/03/2027
6.Date of Establishment of IQAC			18/05/2020		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			3		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>IQAC has made significant contributions in the following manner:</p> <ul style="list-style-type: none"> * IQAC has initiated up-dation of the college website with faculty profiles, department profiles, profiles of different societies etc. * Enhancing e-management in college administration by uploading student related application forms on college websites. * Establishing a policy of annual submission of APAR by teachers every year by 30th June. IQAC has devised a system to organize Parent Teachers Meeting by the end of every semester. * Establishing Alumni Association in college and holding interaction meetings with achiever alumni. * IQAC event calendar for each department was prepared and was put on the college website. * A large number of events including webinars, talks on relevant topics like IPR, Faculty Development Programs on Technological Advancement in the field of Education were organized under the aegis of IQAC. * Workshop on PFMS for Account Department of the College to promote e-management of all staff forms was conducted 	
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
To Start a wing of National Cadet Corps in the Institute	To start an NCC unit in the campus. Mr. Puneet was allocated the duty to submit an application to the concerned department. A unit of 50 Vacancies was allotted on 26th June 2023
E-Management	Online admission system was integrated on the website. A system of students data analysis was made online. University has integrated the online students registration and examination system which has been integrated on the college website.
Application for Autonomous Status	To file an application to UGC for getting the status of Autonomous. Dr. Sanjeev Kumar Modi and Dr. Sapna Rathore was allocated the duty to file applications on the UGC portal. The application in this regard was submitted on 24th June 2023.
Organisation of Workshops	Seminars and workshops for faculty, non-teaching and students were organised.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Board of Governance	17/02/2024
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2021-22	18/01/2023

15. Multidisciplinary / interdisciplinary

The college encourages the interdisciplinary approach to education in order to broaden students' knowledge bases. This is mainly accomplished by: Open Courses: The departments offer Open Courses as prescribed in the university curriculum in the fifth semester of UG degrees. Students in their fifth semester of study may choose from any open course. This ensures an interdisciplinary mode of study. Add-on Courses: Add-on courses are available from departments; many of them are multidisciplinary in nature. The Humanities Department offered add-on courses in conversational English for careers, professional etiquette and soft skills, and soft skills and communicative English to students in other disciplines. Soft skill Programmes: Numerous interdisciplinary soft skill programmes aim to improve students' capacity building in the areas of computer skills, language competence, personality development, and health awareness, which includes yoga. AEI is ready and able to provide interdisciplinary programmes as and when more academic flexibility is obtained by the implementation of NEP.

16. Academic bank of credits (ABC):

Academic bank of credits (ABC): A crucial component of the National Education Policy is the Academic Bank of Credits. The college adheres to the curriculum set forth by Punjabi University, Patiala, with whom it is connected. College lacks academic flexibility as a result. When the government or university agrees to use NEP, the college is ready to register students in the National Academic Depository and adhere to ABC.

17. Skill development:

Skill Development: As a means of increasing capacity, AEI encourages workshops and initiatives for skill development. It is possible to receive training in soft skills, life skills, ICT skills, language skills, competitive training, and entrepreneurship in addition to other skill development disciplines. The management has mandated these programmes, which are being run by all departments with the goal of benefiting the entire student body. All educational divisions have carried out these initiatives. The college intends to provide more skill development programmes in the future.

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

Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course): In both the academic and extracurricular spheres, integration of Indian knowledge systems—including Indian language and culture—is valued highly. In the Humanities department, Punjabi or Hindi study is available as an optional Common Course while the science department offers a course on Vedic Mathematics. Events promoting these languages are arranged annually. 'Hindi Divas' and National Hindi Day are observed in the college. Essay writing, elocution, poetry writing, and story writing contests are held in Punjabi and Hindi as part of the College Arts Festival. Students are encouraged to practice yoga as a genuine aspect of Indian culture. On campus, there are regular yoga sessions and demonstration classes. On the occasion of Ethnic Day, several Indian states showcase their cultural history and traditional art forms through various programmes.

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

Focus on Outcome Based Education (OBE): Outcome-Based Education (OBE) is assessed at three levels namely, Course Outcome (CO), Programme Specific Outcome (PSO) and Programme Outcome (PO). OBE places a strong emphasis on a student-centered approach to teaching and learning, where the course curriculum is designed to produce the most measurable results. These results are plotted to demonstrate whether or not each course achieves the intended aims, goals, and objectives. This mapping has been done for all students in UG and PG programmes, and the assessment has been published on the college/university website. This practice will be followed for all forthcoming batches of all UG and PG programmes. The College has implemented OBE within its limited academic flexibility as a preparatory measure to implement NEP.

20.Distance education/online education:

Distance Education/Online Education: Distance education/online education became routine modes of learning during the pandemic. Several digital platforms exist, namely Google Classroom, Zoom, Google Meet, and Webex. All academic transactions, including class, test papers, assignments, and seminar submissions, were efficiently done through these platforms. Students are receiving PowerPoints, study materials, and notes via digital channels. These platforms are used for invited speeches, webinars, and faculty development programmes. The college advises students to

enroll in MOOCs and SWAYAM-NPTEL's online credential programmes. When NEP is put into effect, the college will be prepared to offer ODL (Open Distance Learning) curricula.

Extended Profile

1. Programme

1.1 892

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

File Description	Documents
Data Template	View File

2. Student

2.1 384

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 180

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

File Description	Documents
Data Template	View File

2.3 103

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3. Academic

3.1 23

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	23
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	31
Total number of Classrooms and Seminar halls	
4.2	78
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	65
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Asian Educational Institute is a self financed affiliated college of Punjabi University, Patiala, strictly follows the syllabus as prescribed by the University. During the year 2022-23, the Punjabi University has made changes in the curriculum and restructured CBCS partially. The purpose of restructuring programs is to offer a new vision to all its undergraduate courses. The college imbibes a Learning Outcome-based Curriculum Framework (LOCF) for all its Under Graduate programmes as prescribed by the University. The LOCF approach is envisioned to provide a focused, outcome-based syllabus at the undergraduate level. At the outset of each academic session, the Head of the Department in consultation with the principal finalises the workload and is approved by the competent authorities. The Head of the department prepares the timetable of all courses in such a manner that the required number

of lectures are allotted to the teachers (Permanent, Adhoc, and Guest faculties) to complete the curriculum at ease. The same is then displayed on the notice boards and College website.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.asianedu.org/dekehg3598uekk/2322024224545C11.pdf

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

The instructors are following the academic calendar to the letter when they conduct lessons and when they compile and turn in the internal assessment. Before the results of the internal assessment are eventually posted on the university website, they must be reviewed by the Examination Committee..In order to enhance students' experiences while they participate in the programme of their choice, the LOCF approach has been implemented. The institution gives students ample freedom to select from a wide variety of courses offered in accordance with the university curriculum. Regular lectures, workshops, and career counselling sessions are held to help Undergraduate students get ready for both academia and the workforce.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.asianedu.org/dekehg3598uekk/232202441151Academic Cal.pdf

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

D. Any 1 of the above

process of the affiliating University

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

1.2 - Academic Flexibility**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

2

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

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)**

3

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

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

Nil

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

1.3 - Curriculum Enrichment

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

Professional ethics, gender, human values, the environment, and sustainability are all topics covered in a number of curriculum-integrated courses. Various activities are organized throughout the year as part of the curriculum that help in this endeavor.

1. Gender Sensitivity: Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell. Gender sensitization camps are organized in slums and rural areas of Agra district that include, women's rights, human rights, child rights, gender justice and gender equality.

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

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

1

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

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

12

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/1KEBI_lNvz_wbHhmR_fI9JmWH9dGMh-jDD0dXM77Tbvry/edit#responses
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/1KEBI_lNvz_wbHhmR_fI9JmWH9dGMh-jDD0dXM77Tbvry/edit#responses

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

375

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

179

File Description	Documents
Any additional information	View File
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

Departments within the college have established groups of mentors and mentees. To address the needs of both slow and advanced learners, regular meetings are held. Students discuss their complaints with the mentees, and the issues are promptly remedied. Advanced students receive career guidance as well as other opportunity exploration advice. We place a lot of focus on and care for slow learners. Sessions are held on a regular basis to help them catch up.

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

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

Number of Students	Number of Teachers
375	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The curriculum's courses emphasize a student-centric approach and include a range of basic discipline and skill-enhancement assignments seen in university curricula. The framework was created with the intention of allowing students to express and analyse the papers that best reflect their choices. The instructors promote creative thinking and try to make the sessions as participatory as

they can. To improve the learning process, the instructors make use of Google Classroom, Powerpoint presentations, AudioVisual methods, projects, industrial visits, field work-based analysis, and surveying. In order to promote participatory learning, teachers also assign homework and conduct group discussions in a particular way. Additionally, some courses include articles on research methods, statistical knowledge, and other topics aimed at helping students improve their research abilities.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.asianedu.org/activities.aspx?id=Academics

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

Many ICT-enabled tools are accessible in many departments based on their applicability to the curriculum as mandated by Punjabi University, Patiala. Distinct departments employ distinct instruments. A list of the tools each department uses has been produced. The ICT-enabled instruments that various departments utilise are: Tally software by Commerce Department, MS Office All departments, Canva, Corel Draw, Photoshpe by computer science department etc. Latex, Chemdraw, SPSS, Matlab, Chems sketch. The students are advised through various e- resources available from E- PG Pathshala (the link for which is available on our e-library resources), Coursera, Ed X, Swayam portal, UGC CEC.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

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

2.4 - Teacher Profile and Quality

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

23

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

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

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

6

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

23

File Description	Documents
Any additional information	View File
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.

AEI gives weightage in overall assessment of the students as per the syllabus prescribed by the university. The Internal Assessment break-down as prescribed by the University is as follows: 40% through Mid Semester Tests and Tutorials; 40% through Assignments, Projects and Presentations; 20% through Attendance and class Presentation. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The criterion is objective and transparent devoid of any bias on the part of the teacher. Students are informed in advance that independent learning, authentic thinking and new ideas will be given additional points. A variety of techniques and methods such as MCQs, Analytical tests, Case studies, Book Reports, Classroom presentations, individual and group projects are employed. Students are encouraged to apply theoretical knowledge of the classroom in real world situations. The College conducted two mid semester examinations as per the university criteria on a continuous basis before semester-end examinations held by the University.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.asianedu.org/final-date-sheet-2024.aspx

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

A final exam is conducted at the end of each semester in a uniform manner for students across all the constituent colleges of Punjabi

University, Patiala. The Internal Assessment is conducted through Class Tests, Tutorials, Assignments, Projects and Presentations, case-studies etc. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner. The institution has a well-defined system in place to deal with examination related grievances. The College has adopted an online system where each student can view his/her total assessment marks at the end of each semester and can report discrepancies. The College follows a completely web-enabled (online) internal assessment system.

Assignment and test / project marks are uploaded on this online system. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The final Internal Assessment marks are reviewed by the Departments within the time prescribed by the authorities and the Moderation Committee at the college level that looks into any discrepancies. All detected errors are promptly reported to the University by the College.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.asianedu.org/aei_nonstatutory_committee.aspx

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 "Punjabi University" guidelines form the framework for all the Programme Outcomes (PO) and Course Outcomes (CO) adopted for all programmes offered by the institution. The Learning Outcomes-based Curriculum Framework (LOCF) is intended to suit the present day requirements of the student to secure their path towards higher studies or a terminal degree guiding students towards career choices. The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Learning outcomes are an integral part of college vision, mission and objectives. The learning objectives and specific course outcomes are communicated through various means such as college website, college prospectus, Principal's address to students and

parents and dissemination in the classroom by concerned staff. These are also prominently featured in the college magazine and other publications brought during conferences and seminars. The institute also organizes Alumni meets, guest lectures and seminars where successful alumni are invited to motivate and share insights of how their courses aided in shaping their careers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://asianedu.org/programoutcomes.pdf
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.

Regular evaluation of the students performance is carried out through various methods for measuring the attainment of each of the Programme Outcomes, Programme Specific Outcomes and Course Outcomes. Throughout the year the performance of each student is evaluated by the faculty on each programme outcome.

Evaluation Process: The programme outcomes and programme specific outcomes are assessed with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, terminal exams, internal and assignments, unit tests, surprise tests, open book tests, etc.

Average attainment in Evaluation Process: Students under university examination are evaluated for 70% to 75% of the total marks and institutions for 25% to 30% marks as per university curriculum subject wise as internal assessment. Students enrolled for Add On/Certificate Courses offered by the institution are evaluated by the institution itself. Some Methods of measuring attainment include :

- End Semester University Examination
- Internal and External Evaluation
- Feedback Evaluation
- Internships

- Placements
- Higher Studies.

At the same time, observations of student knowledge and skills against measurable course outcomes are evaluated throughout the year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://asianedu.org/programoutcomes.pdf

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

93

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.asianedu.org/aei_reports.aspx

2.7 - Student Satisfaction Survey

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

<https://www.asianedu.org/links.aspx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

1

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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 provides a active environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involved in the application of Technology for societal needs. Necessary support is provided for Documentation and Publication of Research Papers. Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field. Product service Training is provided for creating awareness on marketing the products.

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-

assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, chemistry, physics, commerce and economics, where they teach mathematics, mathematical equations and statistics as numerical solving. Also, some teachers use powerpoint presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presentation methods.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.asianedu.org/onlineresources.aspx

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

2

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	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

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

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

Asian Educational Institute encourages students to gain knowledge through innovations and involvement in creative ideas along with an academic knowledge system. They are given a chance to develop entrepreneurship-related skills and come up with productive and constructive ideas. In the academic year of 2022-2023, several departmental-level curricular and extra-curricular activities, and events were organized by committees that assisted in building a bridge between students, faculty members, and industry/organizational level experts to create an ecosystem for innovation and creative transfer of knowledge. Events aimed at providing corporate training and teaching proper etiquette required in a business organization and keeping this in mind college committees organized several talks, capacity building & skill enhancement programs, webinars, and sale events for developing marketing skills among students.

File Description	Documents
Paste link for additional information	https://www.asianedu.org/activities.aspx?id=NSS
Upload any additional information	View File

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

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

0

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

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

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

10

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

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

50

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

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

File Description	Documents
e-copies of related Document	View File
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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 Asian Educational Institution is keen on the quality of teaching, learning and research, and ensures it through adequate infrastructure and physical facilities.

The whole campus is divided into three floors: The ground floor; First floor and the second floor. There is also an administrative block in the college. The institution has 31 classrooms with proper ventilation and natural lighting. These rooms are provided with wi-fi connectivity. There are four tutorial rooms well equipped with green boards and Benches. There are Physics and Chemistry laboratories Well equipped with multiple sets of apparatus for UG and PG students. Institution has a seminar hall with Seating capacity of 80 students. College Computer Centre has been Equipped with latest Configuration Desktops and software. Our library is fully digital and automated with software versions. It has a sufficient number of books and reference books, a seating capacity of 100 students, separate rooms for faculty, 4 desktops for students to explore digital e-content and a separate system is provided on the ground floor for Divyangjan. There is an English and Punjabi Communication Laboratory .Our college has separate common rooms for girls and boys. Every block in the college has separate washrooms and RO water coolers. The food-court of the College is a single-storeyed. There is an auditorium with a seating capacity of 300 students. There is also an open air theatre facing the playground.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asianedu.org/activities.aspx?id=Infrastructure

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

A vital component of the curriculum is sport. Students have access to a variety of sporting facilities on campus. The institution is dedicated to fostering an environment where academics, extracurricular activities, and culture are all balanced for the entire development of each student's personality.

Students' sense of team spirit is fostered via a variety of sports events, including interdepartmental, intercollegiate, and interuniversity ones. Games and sports assist pupils in developing positive, healthy interpersonal relationships. Talented pupils receive trophies and medals in recognition. By giving every

student the chance to engage in and succeed in a team environment, AEI aims to promote the best aspects of recreation, instruction, and competition. Additionally, it motivates students to take part in intramural and intercollegiate athletics. Periodically, all required equipment is given to the students.

The department of Physical Education in the college is well equipped with various facilities in sports and games for indoor and outdoor also. The college has indoor game facilities such as Chess, Carom, Table Tennis and Cricket ground, Volleyball court, handball ground and kho-kho ground as outdoor games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://asianedu.org/activities.aspx?id=Sports

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

31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://asianedu.org/activities.aspx?id=Infrastructure
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.5

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

Yes, our library is fully automated. Library is fully Automated on Soul software since 2015. The version of software is 2.0.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://asianedu.org/onlineresources.aspx

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

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

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

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

0.58

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

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

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

60

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

4.3 - IT Infrastructure

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

Yes, AEI frequently updates its Wi-Fi and IT facilities as per requirements of different departments. As and when any department raises any requirement for IT infrastructure, the raised issue is immediately addressed after verification of feasibility of the issue. During the year 2022-23, 5 routers and 5 desktops with latest configuration were purchased by the institution and installed in different departments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://asianedu.org/dekehg3598uekk/2052022213846.jpg

4.3.2 - Number of Computers

82

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

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

79

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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 Asian Educational Institute has well established systems and procedures for maintaining utilising physical, academic and support facilities through various committees for which financial resources are allocated efficiently. The committees meet on a regular basis and carry out duties in the best interest of students. All financial accounts and stocks are maintained by Lab in-charge and supervised by HOD.

1. Library- Librarian is in-charge of the Library committee with nominees from all departments and the budget is allotted according to students. Books are purchased on departmental recommendation with a suggestion box available for user inputs.

1. Physical Education- Guidelines of buying, maintaining sports equipment and upgrading courts is managed by a physical education teacher on the basis of budget allocated.

1. Wifi- College is wifi enabled and maintained by person in-charge.

1. Committee administrative department handles requirements submitted by HOD while the sanitation department preserves the vendant environment. Security is contracted out to external organisations as per protocol.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asianedu.org/facilities.aspx

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

238

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

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

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

21

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	http://www.asianedu.org/dekehg3598uekk/13720232382Value Add Courses.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

B. Any 3 of the above

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

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

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

14

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

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

0

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

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

Various committees operated in the college select the best candidates out of those suggested by the Discipline Committee who can raise student issues in a proper manner.

Students Grievance Committee: Students' grievances are handled by the student's grievance committee on the priority of grievance.

Art and Cultural Society : In the session 2022-23 a separate Art and Culture society under the name of Asian Theater has been established on the demand of students. Asian Theater is responsible for organizing various art and cultural events on campus.

To provide feedback and suggestions related to college almost all the committees, NSS, Alumni and IQAC have student representation. The list of various committees is available on the web site.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/273202431839Committiees_2023.pdf
Upload any additional information	View File

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

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

1

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

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 a registered alumni association. The Alumni Associations functions through two modes. (i) as an independent organisation, (ii) as an association endorsed by the College. The independent alumni association meet as and when necessary arise. Principal and senior faculties are invited to participate to offer suggestion to improve the welfare of the college. Alumni association endorsed by the college meets once in a year. Principal being the chief coordinator convene the meeting and present the immediate needs of the college, while reeving comments and suggestions from the alumni for the development of the college.

File Description	Documents
Paste link for additional information	http://asianedu.org/alumniregistration.asp x
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mission :The mission of the institution is to provide affordable and holistic quality education to all.

Objectives :Main objective of the institution is to provide inclusive and affordable quality education.In the light of this, the detailed set of objectives is:

- To promote academic excellence by providing quality education in an intellectually stimulating environment;
- To inculcate high moral, ethical and professional standards among our students to improve the overall personality;
- To enhance the professional competencies and soft skills of the students; and
- To prepare and train students in a manner which converts them into a work-ready force;and
- To create responsible and respectable citizens.

There is participative management at the intermediate and operational levels. For operational level decisions, the management formally consults the instructors and students. Free or heavily discounted education is offered to poor and worthy students in order to make the aforementioned vision and purpose a reality. A significant variety of extracurricular events, such as industry visits, guest lectures, on-the-job training, and hands-on

projects, are scheduled to close the gap between the classroom and the real world. Sports, cultural activities, social service projects, and spiritual pursuits are all included in the operational planning for the kids' full personality development.

Perspective Plan: The perspective plan for next five years of the institute includes improvement in accreditation score, research centre, autonomy, center of excellence and collaborations for higher studies and student placement.

Participation of the teachers: Through participative management, the faculties are involved in various decision making bodies of the institute.

File Description	Documents
Paste link for additional information	http://www.asianedu.org/aboutus.aspx
Upload any additional information	View File

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

Participatory and decentralised management approaches: AEI is a college affiliated with Punjabi University, Patiala. When it comes to running the college, AEI follows the guidelines established by Punjabi University, Patiala's academic and executive councils. To realise its vision and goal, the college follows these rules and regulations by implementing a policy of decentralisation and participatory management. The college's administrative structure is well-organized.

The teaching and non-teaching staff members that alternately make up the governing body's membership also symbolise the participative management culture. All parties involved in the college's activities, such as the chairman of the governing body, students, faculty, and staff, have a role to play.

The Principal chairs the Internal Quality Assurance Cell and serves as the college's administrative head. Faculty, administration, alumni, society, business, and students are all represented in IQAC. To create policies that serve the interests of the institution and students, the principal and IQAC meet on a regular basis. Concerned committees, faculty, departments, and college offices are given tasks to complete when notices and

guidelines are sent out. IQAC also keeps an eye on how assigned responsibilities are being carried out during its meetings. Members of IQAC who are student representatives also have full control over policy decisions.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/283202424927AEI_Working_System.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The main objective of the institution is to provide all students with access to excellent education that is inclusive and reasonable consequently all prior operation and strategies have been developed. Practically speaking, a number of steps have been taken to improve college admissions and to provide financial aid to worthy and needy students. The workload of teachers is carefully monitored for proper functioning of curriculum. The well organised selection committees choose both permanent and part time teachers on the basis of merit.

To provide proper funding and granting study leaves for their research work. Institute also encourages educations for varied disciplines to attend and take part in orientation programme.

In context of library user focused library management strategies is in use , updated methods of cataloging etc. For smooth functioning of examination and evaluation we follow Punjabi University, Patiala guidelines. College has 500 students to cater their academic necessities faculty members uses ICT tools for delivering curriculum.

The strategic plan of institution is to apply for autonomous status, so that curriculum will be designed according to industrial needs as mentioned in New Education Policy 2020.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://asianedu.org/dekehg3598uekk/8420240246AEI_621.pdf
Upload any additional information	View File

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

The Asian Educational Institute has a well-defined organizational structure. Since it is an affiliated college of Punjabi University, The setup is in accordance with the guidelines laid down by the Punjabi University, Patiala. The college ensures efficient governance and management of college functioning through this administrative setup.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/273202431839Committiees_2023.pdf
Link to Organogram of the institution webpage	http://asianedu.org/dekehg3598uekk/273202431839Committiees_2023.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution provides several welfare measures that have been envisaged in the past for the teaching, non-teaching and technical staff. Being a developing self financed institution, these measures are being implemented in a phasing manner subject to the availability of funds.

Welfare Measures for Teaching Staff

- 1.Free/subsidized transport facilities.
- 2.Waiver of fees for teachers' children in the Institution.
- 3.Medical leave and Maternity leave.
- 4.Marriage gifts with the sanction of one week leave.
5. Sponsorship for attending conferences, workshops and FDPs.
6. Gifts and mementoes on Teachers' Day celebrations.
- 7.Incentive for publication of papers / research articles.
- 8.Reward for producing University Ranks.
- 9.Cash awards for academic excellence / cent percent pass percentage.
- 10.Special Study Leave (SSL) to pursue higher education.
- 11.Stress free work environment where they are given a free hand

in subject selection.

Welfare Schemes for Non-Teaching Staff

1. Educational support to the children of the staff.
2. Marriage gifts with the sanction of one week leave.
3. Granting medical leave/ maternity leave.
4. Free/Subsidized transport facilities.
5. Special Study Leave (SSL) for higher studies.
6. Incentive for dress materials for non-teaching staff.
7. ESI/Group Insurance/ Provident Fund Schemes.

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

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

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

0

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

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

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

0

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

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

5

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

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

The organisation uses the APAR (Annual Performance Appraisal Report), a sophisticated performance appraisal system. It is routinely gathered at the conclusion of the school year. Hard copies of it are gathered in this format. The concerned Teacher-Incharges duly verify the APARs, and the IQAC cell screens them as well. Together with annual reports in the forms of NIRF, AISHE, and NAAC, these APARs are utilised for promotional purposes. Links to APAR forms are included.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/28320243230Performance_Appriasal.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts Internal and External financial audits regularly.

The Internal Audit

The Principal conducts the institution's internal audit, carefully reviewing and validating each financial transaction together with the accompanying documentation. Every six months, an audit is conducted on all of the vouchers. Verifying the bills and vouchers allows for a complete examination of the expenses incurred under various headings. If there is a discrepancy, the administrative officer is notified, and appropriate action is subsequently taken. In the course of this internal audit, every voucher is evaluated. Bills and vouchers are verified in order to properly check the expenses incurred under various headings. Any mistakes or omissions found by the auditors during these verifications are promptly fixed and repaired by the organisation.

The External Audit

The Management has appointed Shubham Goel & Co Chartered

Accountants as the External Auditor of the college. At the end of every financial year, annual financial statements are prepared and presented for audit. The auditors review the financial statements, documents, vouchers and bills. They check statutory payments -TDS, Professional Tax, PF, ESI remittance etc. The auditors also check Fees Receipts, disbursement of Scholarship received from Government and other agencies. The auditors verify all financial transactions and submit a detailed report of observations. Based on the observations given, the accountant of the college modifies the statements of accounts as required.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/84202403038AEI_%20Audit%20Report.pdf
Upload any additional information	View File

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

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

0

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

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

The organisation has a clear plan in place for raising money and making the most use of its resources. The government's guidelines and regulations are followed by the institute. The AEI is an independent organisation. Revenues from tuition, development, hostel, breakage, and other fees are also used to produce funds for the AEI. The following tactics were used to mobilise resources and make the best use of them:

The heads of departments and committees within the institute submit their annual financial requirements at the start of the academic year. The principal of the institution prepares the annual budget while taking income and expenses into account. He sends it to management for approval. They examine and confirm all of the major financial actions. The institute uses the authorised funds to pay for administrative and academic costs. The management, in cooperation with the administrative officer and principal, handles the acquisition procedure entirely. The purchased products are examined and confirmed in accordance with the terms and conditions specified in the purchase order. Following this procedure, the payment is released. All financial transactions are kept transparent by using bank-paid bills and vouchers.

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 constituted an Internal Quality Assurance Cell in the year, 2020. This cell is an important organ in the college and plays a significant role in the improvement of academic and administrative qualities of the institution. It has ten members comprising one representative each from College Management and industry, one external expert, five from the teaching faculty, one from the Non-Teaching Staff, and two student members, who contribute to the Planning, Execution, and Evaluation of policies and programs for quality enhancement. The external expert member, Dr. G.S. Batra, from Jagat Guru State Open University, Patiala, played an important role in the process of making plans for the introduction of new courses and chalking out various programs for the development of the faculty.

Cell ensures that all policies are well planned and actions are taken in compliance to the plans and strategies decided beforehand. It pushes the faculty to pull up their socks and work harder to attain the objective of providing quality education to all.

Always in planning towards betterment of College by providing

quality education.

- we submitted the application for Autonomous and Seeking Approval for the same.
- submtted the application for 5th Batalion NCC unit.
- trying for starting new skill enhancement and ability enhance courses.

File Description	Documents
Paste link for additional information	http://asianedu.org/aei_composition.aspx
Upload any additional information	View File

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

With the establishment of IQAC, the Institution plans to encourage students as well as the faculty members to take MOOCs to utilize the remarkable effort of MHRD through SWAYAM. There have been continuous efforts to encourage the faculty and students for active participation in SWAYAM, MOOCs courses. The teaching and learning methodologies are improved day by day by encouraging faculty to initiate online provision of syllabus through self-made notes as well as use of ICT in teaching and learning. Course files are made by the teachers and learning outcomes are tested by conducting MSTs. A list of slow and advanced learners is devised by the class in-charges to improve the performance of the students.

File Description	Documents
Paste link for additional information	http://asianedu.org/aei_composition.aspx#
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

D. Any 1 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://asianedu.org/aei_reports.aspx , , , https://www.asianedu.org/dekehg3598uekk/14320243366IQAC Meetings.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity in education means that males and females have equal opportunities in terms of economic, social, cultural, and political developments. If gender equity is exactly achieved, this will contribute to the future of girls and boys more than approaches men-centered, and girls will get benefits from public and domestic life as much as boys

1. Safety and security: It is a common phenomenon that most of the outstation students enrolling for different courses come out of their homes and cities for the first time in their life. It is therefore of utmost importance for institutions to provide them a comfortable and safe ambience of 'feel at home' within the campus.

2. CCTV Camera: 24 hour CCTV surveillance is maintained in the college.

3. Visitor register : The institute keeps visitor log register to record the details of any person entering the college premise.

4. Medical facility in campus:

5. Fire extinguishers are placed at different blocks inside the campus for providing the security

6. Active participation by female staff and student Female faculty members and students also play a very active role in the events and fests organized by various committees and clubs of the institution. Girl's students along with female faculty members are allowed to go on industrial visits, technical exhibition etc..

7. Open and transparent system: Open and transparent system of recruitment and promotion of faculty and staff which is purely based on merit.

File Description	Documents
Annual gender sensitization action plan	http://asianedu.org/dekehg3598uekk/154202442215D7_111.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://asianedu.org/dekehg3598uekk/154202442215D7_111.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 C. Any 2 of the above

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

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

Solid Waste Management:

The college has adopted various strategies to manage solid waste by practicing minimization, reuse, and recycling. Students creatively utilize waste papers, single-use plastic disposables, etc. for decoration at various college events. The college has the practice to use one-sided printed paper for internal communication

and use reused papers in the institution.

Two types of bins are installed at various locations on the campus for biodegradable and non-biodegradable waste.

There are 2 composting pits on the college campus to manage the biodegradable waste. Incinerators is used to ensure the safe disposal of sanitary waste. Students and staff are encouraged towards 'Bring Your Bottle', 'Bring Your Own Bag', and 'Bring Your cutlery' to minimize the use of single-use plastic on the campus. Liquid waste management: Waste recycling system: Wastewater coming out of the RO (Reverse Osmosis) system is reused in the washroom flushing system through a separate pipeline. E-Waste Management: Collection drives for E-Waste are held in AEI regularly.

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 C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: C. Any 2 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	No File Uploaded

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

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

B. Any 3 of the above

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

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

C. Any 2 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	No File Uploaded

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

The college commemorates all scheduled events with an intent to raise awareness about India's rich heritage and cultural diversity. The Asian Educational Society aims to celebrate and promote Indian heritage, craft and tradition by hosting regular music and dance performances.

AEI organizes events like "Freshers" , "Annual Sports Meet", " Farewell party", " Basant Panchmi", " World Theatre Day", "International Literacy Day","World-Language day", "Mother-tongue Day", "Science Day", " World Forest Day", "Environment Day", " Yoga Day" etc. to enrich students on their importance an existence.

AEI also actively works to facilitate enriching discussions and programmes around building harmony and tolerance and becoming appreciative of the diversity amongst the students and staff of college.. The college has also organized multiple events for the 75th year of independence under the banner of Azaadi ka Amrit Mahotsav that enabled an exploration of Independent India's development from a multidisciplinary perspective.

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

AEI believes in imparting higher education experience to its students that includes an awareness of one's constitutional obligations and a respect for one's fundamental rights and duties. We strive that all employees and students of the college share a commitment for being responsible citizens of the country.

Various programmes and activities are organized by departments and committees, throughout the year for the same. AEI has an active National Service Scheme (NSS) unit where students engage in diverse community service programmes. The academic session of 2022-23 witnessed a number of celebrations and competitions by the NSS for awareness building on a vast array of issues, like 'International Day of the Girl Child' in which students made awareness among juniors and community on various government schemes such as Ladli Scheme, Beti Bachao Beti Padhao etc.

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

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

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

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

AEI celebrates several national and international significant days to inculcate knowledge to our students on the history, traditions, and practices of India by engaging and participatory ways. AEI celebrated India's Independence Day with much enthusiasm. The Republic Day was celebrated with a flag hoisting ceremony organized by NSS on 26th January 2023. The National Services Scheme of AEI actively celebrates and organizes various events to commemorate and remember national and international celebrations. . AEI celebrates panIndian and regional festivals like Diwali, Baiskahi, Lohri, etc. to inculcate a sense of respect for our religion and cultural diversity among students.

A few of the events organized are World Environment Day on 5/06/2023 and 9th International Yoga day on 21/06/2023. A full-day event was also organized by NSS to commemorate International Women's Day on 08/03/2023. Various Public service orientations were given to students through different events and outreach programs by the AEI students

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

7.2 - Best Practices

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

(Meritorious Scheme)- Free Education to girl child scoring 85% and above marks in 10+2 under the "Beti Bachao, Beti Padhao" scheme

Objectives of the Practice:

1. To help the 10+2 pass out girl child meritorious students.
2. To provide financial aid to the deserving girl child and promote Girl education in the society.

The main reason was poor economic background and lack of support for girls' education in the society. So the management took an initiative to provide free education to the deserving girl students .

- During the previous academic session various girl students availed this facility and the institution did not charge even a single paisa.
- entire cost was incurred by the institut

BEST PRACTICE - II

Remedial Classes for under-achieving students.

Objectives

- To improve the academic performance of the underachieving students;
- To motivate students for excellence in their academic and co-academics;
- To improve the slow learners in their academics

Evidence

- The pass percentage of the programmes is quite high.
- A number of students have gained university merit positions which stand as a testimony to the success of this practice.
- Motivation and competition spirit among the students
- As such teachers, who do not charge any extra remuneration for the same.

File Description	Documents
Best practices in the Institutional website	Nil
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

web link:-

<https://www.asianedu.org/activities.aspx?id=Infrastructure>

AEI was founded with a mission to provide quality education to young students from all strata. Our vision has been to enable students to holistically develop as students of competence, compassion, and conscience through transformative education so that they may become transformative agents in society. AEI formulates its teaching learning strategies in order to meet the real world practical needs of the industry in order to bridge the gap between theoretical knowledge and industry requirements as and when the student completes his/her degree.

AEI ensures provision of state of the art infrastructure like Auditorium, separate common rooms for both boys and girls, smart and digital classrooms, lawns for public discussions to enrich the learning environments for better learning experiences of the students.

Institutional Distinctiveness

The institution's unique character and strengths that set it apart from others, including:

1. Unique Academic Programs: Innovative courses and curricula that address emerging industry needs. 2. Research Excellence: Cutting-edge research initiatives and collaborations that drive innovation. 3. Community Engagement: Strong partnerships with local industries, organizations, and communities. 4. Cultural Diversity: A vibrant and inclusive campus environment that celebrates diversity. 5. Industry Connections: Robust connections with industry leaders and alumni network.

This distinctiveness enhances the institution's reputation, attracts top talent, and provides a unique value proposition to students, faculty, and stakeholders.

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

Asian Educational Institute is a self financed affiliated college of Punjabi University, Patiala, strictly follows the syllabus as prescribed by the University. During the year 2022-23, the Punjabi University has made changes in the curriculum and restructured CBCS partially. The purpose of restructuring programs is to offer a new vision to all its undergraduate courses. The college imbibes a Learning Outcome-based Curriculum Framework (LOCF) for all its Under Graduate programmes as prescribed by the University. The LOCF approach is envisioned to provide a focused, outcome-based syllabus at the undergraduate level. At the outset of each academic session, the Head of the Department in consultation with the principal finalises the workload and is approved by the competent authorities. The Head of the department prepares the timetable of all courses in such a manner that the required number of lectures are allotted to the teachers (Permanent, Adhoc, and Guest faculties) to complete the curriculum at ease. The same is then displayed on the notice boards and College website.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.asianedu.org/dekehg3598uekk/2322024224545C11.pdf

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

The instructors are following the academic calendar to the letter when they conduct lessons and when they compile and turn in the internal assessment. Before the results of the internal assessment are eventually posted on the university website, they must be reviewed by the Examination Committee..In order to enhance students' experiences while they participate in the programme of their choice, the LOCF approach has been

implemented. The institution gives students ample freedom to select from a wide variety of courses offered in accordance with the university curriculum. Regular lectures, workshops, and career counselling sessions are held to help Undergraduate students get ready for both academia and the workforce.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.asianedu.org/dekehg3598uekk/232202441151Academic Cal.pdf

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

2

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

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)

3

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

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

Nil

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

1.3 - Curriculum Enrichment

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

Professional ethics, gender, human values, the environment, and sustainability are all topics covered in a number of curriculum-integrated courses. Various activities are organized throughout the year as part of the curriculum that help in this endeavor.

1. Gender Sensitivity: Gender related courses are an integral

component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell. Gender sensitization camps are organized in slums and rural areas of Agra district that include, women's rights, human rights, child rights, gender justice and gender equality.

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

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

1

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

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

12

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**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/1KEBI_lNv_zwbHhmR_fI9JmWH9dGMh-jDD0dXM77TbvrY/edit#responses
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/1KEBI_lNv_zwbHhmR_fI9JmWH9dGMh-jDD0dXM77TbvrY/edit#responses

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

375

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

179

File Description	Documents
Any additional information	View File
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

Departments within the college have established groups of mentors and mentees. To address the needs of both slow and advanced learners, regular meetings are held. Students discuss their complaints with the mentees, and the issues are promptly remedied. Advanced students receive career guidance as well as other opportunity exploration advice. We place a lot of focus on and care for slow learners. Sessions are held on a regular basis to help them catch up.

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

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

Number of Students	Number of Teachers
375	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The curriculum's courses emphasize a student-centric approach and include a range of basic discipline and skill-enhancement assignments seen in university curricula. The framework was created with the intention of allowing students to express and analyse the papers that best reflect their choices. The instructors promote creative thinking and try to make the sessions as participatory as they can. To improve the learning process, the instructors make use of Google Classroom, Powerpoint presentations, AudioVisual methods, projects, industrial visits, field work-based analysis, and surveying. In order to promote participatory learning, teachers also assign homework and conduct group discussions in a particular way. Additionally, some courses include articles on research methods, statistical knowledge, and other topics aimed at helping students improve their research abilities.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.asianedu.org/activities.aspx?id=Academics

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

Many ICT-enabled tools are accessible in many departments based on their applicability to the curriculum as mandated by Punjabi University, Patiala. Distinct departments employ distinct instruments. A list of the tools each department uses has been produced. The ICT-enabled instruments that various departments utilise are: Tally software by Commerce Department, MS Office All departments, Canva, Corel Draw, Photoshope by computer

science department etc. Latex, Chemdraw, SPSS, Matlab, Chems sketch. The students are advised through various e-resources available from E- PG Pathshala(the link for which is available on our e-library resources), Coursera, Ed X, Swayam portal, UGC CEC.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

23

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

2.4 - Teacher Profile and Quality

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

23

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

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

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

6

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

23

File Description	Documents
Any additional information	View File
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.

AEI gives weightage in overall assessment of the students as per the syllabus prescribed by the university. The Internal Assessment break-down as prescribed by the University is as follows: 40% through Mid Semester Tests and Tutorials; 40% through Assignments, Projects and Presentations; 20% through Attendance and class Presentation. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The criterion is objective and transparent

devoid of any bias on the part of the teacher. Students are informed in advance that independent learning, authentic thinking and new ideas will be given additional points. A variety of techniques and methods such as MCQs, Analytical tests, Case studies, Book Reports, Classroom presentations, individual and group projects are employed. Students are encouraged to apply theoretical knowledge of the classroom in real world situations. The College conducted two mid semester examinations as per the university criteria on a continuous basis before semester-end examinations held by the University.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.asianedu.org/final-date-sheet-2024.aspx

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

A final exam is conducted at the end of each semester in a uniform manner for students across all the constituent colleges of Punjabi University, Patiala. The Internal Assessment is conducted through Class Tests, Tutorials, Assignments, Projects and Presentations, case-studies etc. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner. The institution has a well-defined system in place to deal with examination related grievances. The College has adopted an online system where each student can view his/her total assessment marks at the end of each semester and can report discrepancies. The College follows a completely web-enabled (online) internal assessment system.

Assignment and test / project marks are uploaded on this online system. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The final Internal Assessment marks are reviewed by the Departments within the time prescribed by the authorities and the Moderation Committee at the college level that looks into any discrepancies. All detected errors are promptly reported to the University by the College.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.asianedu.org/aei_nonstatutory_committee.aspx

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 "Punjabi University" guidelines form the framework for all the Programme Outcomes (PO) and Course Outcomes (CO) adopted for all programmes offered by the institution. The Learning Outcomes-based Curriculum Framework (LOCF) is intended to suit the present day requirements of the student to secure their path towards higher studies or a terminal degree guiding students towards career choices. The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Learning outcomes are an integral part of college vision, mission and objectives. The learning objectives and specific course outcomes are communicated through various means such as college website, college prospectus, Principal's address to students and parents and dissemination in the classroom by concerned staff. These are also prominently featured in the college magazine and other publications brought during conferences and seminars. The institute also organizes Alumni meets, guest lectures and seminars where successful alumni are invited to motivate and share insights of how their courses aided in shaping their careers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://asianedu.org/programoutcomes.pdf
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.

Regular evaluation of the students performance is carried out through various methods for measuring the attainment of each of the Programme Outcomes, Programme Specific Outcomes and Course Outcomes. Throughout the year the performance of each student is evaluated by the faculty on each programme outcome.

Evaluation Process: The programme outcomes and programme specific outcomes are assessed with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, terminal exams, internal and assignments, unit tests, surprise tests, open book tests, etc.

Average attainment in Evaluation Process: Students under university examination are evaluated for 70% to 75% of the total marks and institutions for 25% to 30% marks as per university curriculum subject wise as internal assessment. Students enrolled for Add On/Certificate Courses offered by the institution are evaluated by the institution itself. Some Methods of measuring attainment include :

- End Semester University Examination
- Internal and External Evaluation
- Feedback Evaluation
- Internships
- Placements
- Higher Studies.

At the same time, observations of student knowledge and skills against measurable course outcomes are evaluated throughout the year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://asianedu.org/programoutcomes.pdf

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**

93

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.asianedu.org/aei_reports.aspx

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**<https://www.asianedu.org/links.aspx>**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

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

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

1

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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 provides a active environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involved in the application of Technology for societal needs. Necessary support is provided for Documentation and Publication of Research Papers. Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field. Product service Training is provided for creating awareness on marketing the products.

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-

assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, chemistry, physics, commerce and economics, where they teach mathematics, mathematical equations and statistics as numerical solving. Also, some teachers use powerpoint presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presentation methods.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.asianedu.org/onlineresources.aspx

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

2

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	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

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

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

Asian Educational Institute encourages students to gain knowledge through innovations and involvement in creative ideas

along with an academic knowledge system. They are given a chance to develop entrepreneurship-related skills and come up with productive and constructive ideas. In the academic year of 2022-2023, several departmental-level curricular and extra-curricular activities, and events were organized by committees that assisted in building a bridge between students, faculty members, and industry/organizational level experts to create an ecosystem for innovation and creative transfer of knowledge. Events aimed at providing corporate training and teaching proper etiquette required in a business organization and keeping this in mind college committees organized several talks, capacity building & skill enhancement programs, webinars, and sale events for developing marketing skills among students.

File Description	Documents
Paste link for additional information	https://www.asianedu.org/activities.aspx?id=NSS
Upload any additional information	View File

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

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

0

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

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

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

10	
File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded
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	
50	
File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded
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	
File Description	Documents
e-copies of related Document	View File
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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 Asian Educational Institution is keen on the quality of teaching, learning and research, and ensures it through adequate infrastructure and physical facilities.

The whole campus is divided into three floors: The ground floor; First floor and the second floor. There is also an administrative block in the college. The institution has 31 classrooms with proper ventilation and natural lighting. These rooms are provided with wi-fi connectivity. There are four tutorial rooms well equipped with green boards and Benches. There are Physics and Chemistry laboratories Well equipped with multiple sets of apparatus for UG and PG students. Institution has a seminar hall with Seating capacity of 80 students. College Computer Centre has been Equipped with latest Configuration Desktops and software. Our library is fully digital and automated with software versions. It has a sufficient number of books and reference books, a seating capacity of 100 students, separate rooms for faculty, 4 desktops for students to explore digital e-content and a separate system is provided on the ground floor for Divyangjan. There is an English and Punjabi Communication Laboratory .Our

college has separate common rooms for girls and boys. Every block in the college has separate washrooms and RO water coolers. The food-court of the College is a single-storeyed. There is an auditorium with a seating capacity of 300 students. There is also an open air theatre facing the playground.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asianedu.org/activities.aspx?id=Infrastructure

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

A vital component of the curriculum is sport. Students have access to a variety of sporting facilities on campus. The institution is dedicated to fostering an environment where academics, extracurricular activities, and culture are all balanced for the entire development of each student's personality.

Students' sense of team spirit is fostered via a variety of sports events, including interdepartmental, intercollegiate, and interuniversity ones. Games and sports assist pupils in developing positive, healthy interpersonal relationships. Talented pupils receive trophies and medals in recognition. By giving every student the chance to engage in and succeed in a team environment, AEI aims to promote the best aspects of recreation, instruction, and competition. Additionally, it motivates students to take part in intramural and intercollegiate athletics. Periodically, all required equipment is given to the students.

The department of Physical Education in the college is well equipped with various facilities in sports and games for indoor and outdoor also. The college has indoor game facilities such as Chess, Carom, Table Tennis and Cricket ground, Volleyball court, handball ground and kho-kho ground as outdoor games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://asianedu.org/activities.aspx?id=Sports

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

31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://asianedu.org/activities.aspx?id=Infrastructure
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.5

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

Yes, our library is fully automated. Library is fully Automated on Soul software since 2015. The version of software is 2.0.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://asianedu.org/onlineresources.aspx

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

B. Any 3 of the above

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

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

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

0.58

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

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

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

60

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

4.3 - IT Infrastructure

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

Yes, AEI frequently updates its Wi-Fi and IT facilities as per requirements of different departments. As and when any department raises any requirement for IT infrastructure, the raised issue is immediately addressed after verification of feasibility of the issue. During the year 2022-23, 5 routers and 5 desktops with latest configuration were purchased by the institution and installed in different departments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://asianedu.org/dekehg3598uekk/2052022213846.jpg

4.3.2 - Number of Computers

82

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

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

79

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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 Asian Educational Institute has well established systems and procedures for maintaining utilising physical, academic and support facilities through various committees for which financial resources are allocated efficiently. The committees meet on a regular basis and carry out duties in the best interest of students. All financial accounts and stocks are maintained by Lab in-charge and supervised by HOD.

1. Library- Librarian is in-charge of the Library committee with nominees from all departments and the budget is allotted according to students. Books are purchased on departmental recommendation with a suggestion box available for user inputs.

1. Physical Education- Guidelines of buying, maintaining sports equipment and upgrading courts is managed by a physical education teacher on the basis of budget allocated.

1. Wifi- College is wifi enabled and maintained by person in-charge.

1. Committee administrative department handles requirements submitted by HOD while the sanitation department preserves the vendant environment. Security is contracted out to external organisations as per protocol.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.asianedu.org/facilities.aspx

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

238

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

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

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

21

File Description	Documents
Upload any additional information	View File
Number of students benefitted 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

B. 3 of the above

File Description	Documents
Link to Institutional website	http://www.asianedu.org/dekehg3598uekk/13720232382Value Add Courses.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	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	B. Any 3 of the above
---	------------------------------

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

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
13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

14

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

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

0

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

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

Various committees operated in the college select the best candidates out of those suggested by the Discipline Committee who can raise student issues in a proper manner.

Students Grievance Committee: Students' grievances are handled by the student's grievance committee on the priority of grievance.

Art and Cultural Society : In the session 2022-23 a separate Art and Culture society under the name of Asian Theater has been established on the demand of students. Asian Theater is responsible for organizing various art and cultural events on campus.

To provide feedback and suggestions related to college almost all the committees, NSS, Alumni and IQAC have student representation. The list of various committees is available on the web site.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/273202431839Committees_2023.pdf
Upload any additional information	View File

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

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

1

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

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 a registered alumni association. The Alumni Associations functions through two modes. (i) as an independent organisation, (ii) as an association endorsed by the College. The independent alumni association meet as and when necessary arise. Principal and senior faculties are invited to participate to offer suggestion to improve the welfare of the college. Alumni association endorsed by the college meets once in a year. Principal being the chief coordinator convene the meeting and present the immediate needs of the college, while reeving comments and suggestions from the alumni for the development of the college.

File Description	Documents
Paste link for additional information	http://asianedu.org/alumniregistration.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mission :The mission of the institution is to provide affordable and holistic quality education to all.

Objectives :Main objective of the institution is to provide inclusive and affordable quality education.In the light of this, the detailed set of objectives is:

- To promote academic excellence by providing quality education in an intellectually stimulating environment;
- To inculcate high moral, ethical and professional standards among our students to improve the overall personality;
- To enhance the professional competencies and soft skills of the students; and
- To prepare and train students in a manner which converts them into a work-ready force;and
- To create responsible and respectable citizens.

There is participative management at the intermediate and operational levels. For operational level decisions, the management formally consults the instructors and students. Free or heavily discounted education is offered to poor and worthy students in order to make the aforementioned vision and purpose a reality. A significant variety of extracurricular events,

such as industry visits, guest lectures, on-the-job training, and hands-on projects, are scheduled to close the gap between the classroom and the real world. Sports, cultural activities, social service projects, and spiritual pursuits are all included in the operational planning for the kids' full personality development.

Prespective Plan: The perspective pain for next five years of the includes improvement in accreditation score, research centre, autonomoy, center of excellence and collaborations for higher studies and student placement.

Participation of the teachers: Through participative mangement, the faculties are involved in various decision making bodies of the institute.

File Description	Documents
Paste link for additional information	http://www.asianedu.org/aboutus.aspx
Upload any additional information	View File

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

Participatory and decentralised management approaches: AEI is a college affiliated with Punjabi University, Patiala. When it comes to running the college, AEI follows the guidelines established by Punjabi University, Patiala's academic and executive councils. To realise its vision and goal, the college follows these rules and regulations by implementing a policy of decentralisation and participatory management. The college's administrative structure is well-organized.

The teaching and non-teaching staff members that alternately make up the governing body's membership also symbolise the participative management culture. All parties involved in the college's activities, such as the chairman of the governing body, students, faculty, and staff, have a role to play.

The Principal chairs the Internal Quality Assurance Cell and serves as the college's administrative head. Faculty, administration, alumni, society, business, and students are all represented in IQAC. To create policies that serve the interests of the institution and students, the principal and

IQAC meet on a regular basis. Concerned committees, faculty, departments, and college offices are given tasks to complete when notices and guidelines are sent out. IQAC also keeps an eye on how assigned responsibilities are being carried out during its meetings. Members of IQAC who are student representatives also have full control over policy decisions.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/283202424927AEI_Working_System.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The main objective of the institution is to provide all students with access to excellent education that is inclusive and reasonable consequently all prior operation and strategies have been developed. Practically speaking, a number of steps have been taken to improve college admissions and to provide financial aid to worthy and needy students. The workload of teachers is carefully monitored for proper functioning of curriculum. The well organised selection committees choose both permanent and part time teachers on the basis of merit.

To provide proper funding and granting study leaves for their research work. Institute also encourages educations for varied disciplines to attend and take part in orientation programme.

In context of library user focused library management strategies is in use , updated methods of cataloging etc. For smooth functioning of examination and evaluation we follow Punjabi University, Patiala guidelines. College has 500 students to cater their academic necessities faculty members uses ICT tools for delivering curriculum.

The strategic plan of institution is to apply for autonomous status, so that curriculum will be designed according to industrial needs as mentioned in New Education Policy 2020.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://asianedu.org/dekehg3598uekk/8420240246AEI_621.pdf
Upload any additional information	View File

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

The Asian Educational Institute has a well-defined organizational structure. Since it is an affiliated college of Punjabi University, The setup is in accordance with the guidelines laid down by the Punjabi University, Patiala. The college ensures efficient governance and management of college functioning through this administrative setup.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/273202431839Committiees_2023.pdf
Link to Organogram of the institution webpage	http://asianedu.org/dekehg3598uekk/273202431839Committiees_2023.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution provides several welfare measures that have been envisaged in the past for the teaching, non-teaching and technical staff. Being a developing self financed institution, these measures are being implemented in a phasing manner subject to the availability of funds.

Welfare Measures for Teaching Staff

- 1.Free/subsidized transport facilities.
- 2.Waiver of fees for teachers' children in the Institution.
- 3.Medical leave and Maternity leave.
- 4.Marriage gifts with the sanction of one week leave.
5. Sponsorship for attending conferences, workshops and FDPs.
6. Gifts and mementoes on Teachers' Day celebrations.
- 7.Incentive for publication of papers / research articles.
- 8.Reward for producing University Ranks.
- 9.Cash awards for academic excellence / cent percent pass percentage.
- 10.Special Study Leave (SSL) to pursue higher education.
- 11.Stress free work environment where they are given a free

hand in subject selection.

Welfare Schemes for Non-Teaching Staff

1. Educational support to the children of the staff.
2. Marriage gifts with the sanction of one week leave.
3. Granting medical leave/ maternity leave.
4. Free/Subsidized transport facilities.
5. Special Study Leave (SSL) for higher studies.
6. Incentive for dress materials for non-teaching staff.
7. ESI/Group Insurance/ Provident Fund Schemes.

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

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

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

0

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

6.3.3 - Number of professional development /administrative training programs organized

by the institution for teaching and non-teaching staff during the year

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

0

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

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

5

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

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

The organisation uses the APAR (Annual Performance Appraisal Report), a sophisticated performance appraisal system. It is routinely gathered at the conclusion of the school year. Hard copies of it are gathered in this format. The concerned Teacher-Incharges duly verify the APARs, and the IQAC cell screens them as well. Together with annual reports in the forms of NIRF, AISHE, and NAAC, these APARs are utilised for promotional purposes. Links to APAR forms are included.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/28320243230Performance_Appriasal.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts Internal and External financial audits regularly.

The Internal Audit

The Principal conducts the institution's internal audit, carefully reviewing and validating each financial transaction together with the accompanying documentation. Every six months, an audit is conducted on all of the vouchers. Verifying the bills and vouchers allows for a complete examination of the expenses incurred under various headings. If there is a discrepancy, the administrative officer is notified, and appropriate action is subsequently taken. In the course of this internal audit, every voucher is evaluated. Bills and vouchers are verified in order to properly check the expenses incurred under various headings. Any mistakes or omissions found by the auditors during these verifications are promptly fixed and repaired by the organisation.

The External Audit

The Management has appointed Shubham Goel & Co Chartered Accountants as the External Auditor of the college. At the end of every financial year, annual financial statements are prepared and presented for audit. The auditors review the financial statements, documents, vouchers and bills. They check statutory payments -TDS, Professional Tax, PF, ESI remittance etc. The auditors also check Fees Receipts, disbursement of Scholarship received from Government and other agencies. The auditors verify all financial transactions and submit a detailed report of observations. Based on the observations given, the accountant of the college modifies the statements of accounts as required.

File Description	Documents
Paste link for additional information	http://asianedu.org/dekehg3598uekk/84202403038AEI_%20Audit%20Report.pdf
Upload any additional information	View File

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

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

0

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

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

The organisation has a clear plan in place for raising money and making the most use of its resources. The government's guidelines and regulations are followed by the institute. The AEI is an independent organisation. Revenues from tuition, development, hostel, breakage, and other fees are also used to

produce funds for the AEI. The following tactics were used to mobilise resources and make the best use of them:

The heads of departments and committees within the institute submit their annual financial requirements at the start of the academic year. The principal of the institution prepares the annual budget while taking income and expenses into account. He sends it to management for approval. They examine and confirm all of the major financial actions. The institute uses the authorised funds to pay for administrative and academic costs. The management, in cooperation with the administrative officer and principal, handles the acquisition procedure entirely. The purchased products are examined and confirmed in accordance with the terms and conditions specified in the purchase order. Following this procedure, the payment is released. All financial transactions are kept transparent by using bank-paid bills and vouchers.

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 constituted an Internal Quality Assurance Cell in the year, 2020. This cell is an important organ in the college and plays a significant role in the improvement of academic and administrative qualities of the institution. It has ten members comprising one representative each from College Management and industry, one external expert, five from the teaching faculty, one from the Non-Teaching Staff, and two student members, who contribute to the Planning, Execution, and Evaluation of policies and programs for quality enhancement. The external expert member, Dr. G.S. Batra, from Jagat Guru State Open University, Patiala, played an important role in the process of making plans for the introduction of new courses and chalking out various programs for the development of the faculty.

Cell ensures that all policies are well planned and actions are taken in compliance to the plans and strategies decided beforehand. It pushes the faculty to pull up their socks and work

harder to attain the objective of providing quality education to all.

Always in planning towards betterment of College by providing quality education.

- we submitted the application for Autonomous and Seeking Approval for the same.
- submitted the application for 5th Batalion NCC unit.
- trying for starting new skill enhancement and ability enhance courses.

File Description	Documents
Paste link for additional information	http://asianedu.org/aei_composition.aspx
Upload any additional information	View File

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

With the establishment of IQAC, the Institution plans to encourage students as well as the faculty members to take MOOCs to utilize the remarkable effort of MHRD through SWAYAM. There have been continuous efforts to encourage the faculty and students for active participation in SWAYAM, MOOCs courses. The teaching and learning methodologies are improved day by day by encouraging faculty to initiate online provision of syllabus through self-made notes as well as use of ICT in teaching and learning. Course files are made by the teachers and learning outcomes are tested by conducting MSTs. A list of slow and advanced learners is devised by the class in-charges to improve the performance of the students.

File Description	Documents
Paste link for additional information	http://asianedu.org/aei_composition.aspx#
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);

D. Any 1 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	http://asianedu.org/aei_reports.aspx , , , https://www.asianedu.org/dekehg3598uekk/14320243366IQAC_Meetings.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity in education means that males and females have equal opportunities in terms of economic, social, cultural, and political developments. If gender equity is exactly achieved, this will contribute to the future of girls and boys more than approaches men-centered, and girls will get benefits from public and domestic life as much as boys

1. Safety and security: It is a common phenomenon that most of the outstation students enrolling for different courses come out of their homes and cities for the first time in their life. It is therefore of utmost importance for institutions to provide them a comfortable and safe ambience of 'feel at home' within the campus.

2. CCTV Camera: 24 hour CCTV surveillance is maintained in the college.

3. Visitor register :The institute keeps visitor log register to record the details of any person entering the college premise.

4. Medical facility in campus:

5. Fire extinguishers are placed at different blocks inside the campus for providing the security

6. Active participation by female staff and student Female faculty members and students also play a very active role in the events and fests organized by various committees and clubs of the institution. Girl's students along with female faculty members are allowed to go on industrial visits, technical exhibition etc..

7. Open and transparent system: Open and transparent system of recruitment and promotion of faculty and staff which is purely based on merit.

File Description	Documents
Annual gender sensitization action plan	http://asianedu.org/dekehg3598uekk/154202442215D7_111.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://asianedu.org/dekehg3598uekk/154202442215D7_111.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

C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

The college has adopted various strategies to manage solid waste by practicing minimization, reuse, and recycling. Students creatively utilize waste papers, single-use plastic disposables, etc. for decoration at various college events. The college has the practice to use one-sided printed paper for internal communication and use reused papers in the institution.

Two types of bins are installed at various locations on the campus for biodegradable and non-biodegradable waste.

There are 2 composting pits on the college campus to manage the biodegradable waste. Incinerators is used to ensure the safe disposal of sanitary waste. Students and staff are encouraged towards 'Bring Your Bottle', 'Bring Your Own Bag', and 'Bring Your cutlery' to minimize the use of single-use plastic on the campus. Liquid waste management: Waste recycling system: Wastewater coming out of the RO (Reverse Osmosis) system is reused in the washroom flushing system through a separate pipeline. E-Waste Management: Collection drives for E-Waste are held in AEI regularly.

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

C. Any 2 of the above

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

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**

C. Any 2 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	No File Uploaded

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

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

B. Any 3 of the above

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

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

C. Any 2 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	No File Uploaded

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

The college commemorates all scheduled events with an intent to raise awareness about India's rich heritage and cultural diversity. The Asian Educational Society aims to celebrate and promote Indian heritage, craft and tradition by hosting regular

music and dance performances.

AEI organizes events like "Freshers" , "Annual Sports Meet", " Farewell party", " Basant Panchmi", " World Theatre Day", "International Literacy Day", "World-Language day", "Mother-tongue Day", "Science Day", " World Forest Day", "Environment Day", " Yoga Day" etc. to enrich students on their importance an existence.

AEI also actively works to facilitate enriching discussions and programmes around building harmony and tolerance and becoming appreciative of the diversity amongst the students and staff of college.. The college has also organized multiple events for the 75th year of independence under the banner of Azaadi ka Amrit Mahotsav that enabled an exploration of Independent India's development from a multidisciplinary perspective.

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

AEI believes in imparting higher education experience to its students that includes an awareness of one's constitutional obligations and a respect for one's fundamental rights and duties. We strive that all employees and students of the college share a commitment for being responsible citizens of the country.

Various programmes and activities are organized by departments and committees, throughout the year for the same. AEI has an active National Service Scheme (NSS) unit where students engage in diverse community service programmes. The academic session of 2022-23 witnessed a number of celebrations and competitions by the NSS for awareness building on a vast array of issues, like 'International Day of the Girl Child' in which students made awareness among juniors and community on various government schemes such as Ladli Scheme, Beti Bachao Beti Padhao etc.

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

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

4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

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

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

AEI celebrates several national and international significant days to inculcate knowledge to our students on the history, traditions, and practices of India by engaging and participatory ways. AEI celebrated India's Independence Day with much enthusiasm. The Republic Day was celebrated with a flag hoisting ceremony organized by NSS on 26th January 2023. The National Services Scheme of AEI actively celebrates and organizes various events to commemorate and remember national

and international celebrations. . AEI celebrates panIndian and regional festivals like Diwali, Baiskahi, Lohri, etc. to inculcate a sense of respect for our religion and cultural diversity among students.

A few of the events organized are World Environment Day on 5/06/2023 and 9th International Yoga day on 21/06/2023. A full-day event was also organized by NSS to commemorate International Women's Day on 08/03/2023. Various Public service orientations were given to students through different events and outreach programs by the AEI students

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

7.2 - Best Practices

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

(Meritorious Scheme)- Free Education to girl child scoring 85% and above marks in 10+2 under the "Beti Bachao, Beti Padhao" scheme

Objectives of the Practice:

1. To help the 10+2 pass out girl child meritorious students.
2. To provide financial aid to the deserving girl child and promote Girl education in the society.

The main reason was poor economic background and lack of support for girls' education in the society. So the management took an initiative to provide free education to the deserving girl students .

- During the previous academic session various girl students availed this facility and the institution did not charge even a single paisa.
- entire cost was incurred by the institut

BEST PRACTICE - II

Remedial Classes for under-achieving students.

Objectives

- To improve the academic performance of the underachieving students;
- To motivate students for excellence in their academic and co-academics;
- To improve the slow learners in their academics

Evidence

- The pass percentage of the programmes is quite high.
- A number of students have gained university merit positions which stand as a testimony to the success of this practice.
- Motivation and competition spirit among the students
- As such teachers, who do not charge any extra remuneration for the same.

File Description	Documents
Best practices in the Institutional website	Nil
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

web link:-

<https://www.asianedu.org/activities.aspx?id=Infrastructure>

AEI was founded with a mission to provide quality education to young students from all strata. Our vision has been to enable students to holistically develop as students of competence, compassion, and conscience through transformative education so that they may become transformative agents in society. AEI formulates its teaching learning strategies in order to meet the real world practical needs of the industry in order to bridge the gap between theoretical knowledge and industry requirements as and when the student completes his/her degree.

AEI ensures provision of state of the art infrastructure like Auditorium, separate common rooms for both boys and girls, smart and digital classrooms, lawns for public discussions to enrich the learning environments for better learning experiences of the students.

Institutional Distinctiveness

The institution's unique character and strengths that set it apart from others, including:

1. Unique Academic Programs: Innovative courses and curricula that address emerging industry needs. 2. Research Excellence: Cutting-edge research initiatives and collaborations that drive innovation. 3. Community Engagement: Strong partnerships with local industries, organizations, and communities. 4. Cultural Diversity: A vibrant and inclusive campus environment that celebrates diversity. 5. Industry Connections: Robust connections with industry leaders and alumni network.

This distinctiveness enhances the institution's reputation, attracts top talent, and provides a unique value proposition to students, faculty, and stakeholders.

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

We have thought that we will try something like s to make our college Curriculum based on Credits as regulated by UGC Framework for Improving Curriculum. The course curriculum we will plan to provide quality based education. The second thing that we need to do is to run our skill enhancement programmesto increase the employeability of the students. We are also trying for acquiring NCC as we already apply for the same, in case if we obtained NCC then we can go further so that those students who wants to go for Defence in future can avail this in college premises only .

Plan Of Actions are in Brief:-

- To encourage establishment of the Centre for Community Engagement and Skill Development in the College.
- To facilitate the implementation of the New Education Policy 2020 in the College by way of Orientation Programmes for students and faculty members.
- To frame curricular activities and Teaching Learning Process, methodologies and strategies in line with the NEP 2020.
- To encourage active participation of faculty members in the field of research by conducting workshops, seminars, joint talks and interactive sessions with eminent researchers.
- To conduct academic administrative audits.
- To encourage updating of e-content and video lectures to integrate ICT in learning.
- To acquire NCC Unit in the college

