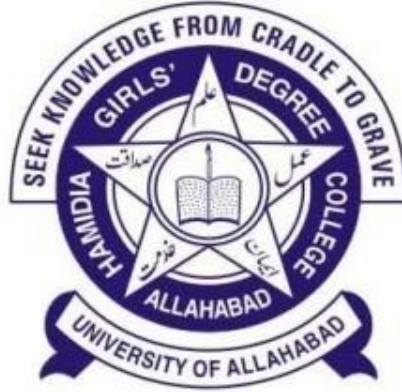


Annual Quality Assurance Report (AQAR) of the IQAC 2005-06



Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL

by
HAMDIA GIRLS' DEGREE COLLEGE
Constituent Minority College, University of Allahabad

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2005-06

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	HAMIDIA GIRLS' DEGREE COLLEGE
1.2 Address Line 1	Sultanpur Bhawa, Noorullah Road
Address Line 2	- - -
City/Town	Allahabad
State	Uttar Pradesh
Pin Code	211003
Institution e-mail address	hamidia_alld@yahoo.co.in
Contact Nos.	0532-2656526
Name of the Head of the Institution:	DR. REHANA TARIQ
Tel. No. with STD Code:	0532-2656526
Mobile:	+91-9919479610
Name of the IQAC Co-ordinator:	DR. SABIHA AZMI
Mobile:	9453026110
IQAC e-mail address:	iqac.hamidia@gmail.com
1.3 NAAC Track ID (For ex. MHCOGN 18879)	UPCOGN11634
1.4 NAAC Executive Committee No. & Date: (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom	EC/33/201

of your institution's Accreditation Certificate)

1.5 Website address:

www.hgdc-alld.org

Web-link of the AQAR:

www.hgdc-alld.org/AQAR-2005-2006.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.80	2004	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

01/12/2004

1.8 AQAR for the year (for example 2010-11)

2005-06

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

- i. AQAR 12/05/2005 (DD/MM/YYYY)
- ii. AQAR 01/12/2004 (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI) Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

University of Allahabad

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities-

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

University became a central University & College became a Constituent College

- IQAC embarked on the project to make vocational of education accessible to all.
- IQAC worked out plans to introduce B.Ed classes .
- IQAC developed links with J.K. Institute of Physics to strengthen CAS-Computer Application in Social Sciences.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • To give impetus to Vocationalization of education links were established with the parent University , J.K.Institute of Physics introduced the College to Prof. J.H. Fisher, University of Flensburg. • Links were established though Department of Economics (AU) with Montana University. 	<ul style="list-style-type: none"> • Prof. J.H. Fischer, University of Flensburg, Germany visited the college and delivered lecture on Mobile Communication on July 26, 2005. • A team of Professor from Motanna University visited the College .Special lectures were held.

* Attach the Academic Calendar of the year as Annexure.

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

Provide the details of the action taken

- Special Lecture by J.H.Fisher held .The topic of the Lecture was “Mobile Communication”.
- Delegation from Monatana State University visited the college & delivered lectures
- Proceedings of Ancient History seminar was released by Prof.D.N. Tripathi , Chairman, ICHR.
- One day symposia on “Role of Information Technology : New Challenges” is organised by Dept. of Computer Application in Social Science on 22nd October, 2005.
- Remedial Coaching for Minority was sanctioned by UGC in March , 2006.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

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

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	✓

- 1.3 Feedback from stakeholders* (On all aspects)
- Mode of feedback : Alumni Parents Employers Students
- Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

No, All Revisions/updates on syllabus are done by University of Allahabad.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	05	16		

2.2 No. of permanent faculty with Ph.D.

16

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	01								

2.4 No. of Guest and Visiting faculty and Temporary faculty

		05
--	--	----

2.5 Faculty participation in conferences and symposia:

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

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

Participatory Approach
Skill enhancing programme
Language skill enhancing programme developing culture of connectivity

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

145

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

--	--	--
----	----	----

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	424					96.6
B.Com.	26					96

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	01	--	--
Technical Staff	04			

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encourages the faculties to submit Research projects and Seminar proposals to funding agencies like UGC, ICHR, NCPUL etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	01	01
Outlay in Rs. Lakhs			45,000/-	-

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2 year	UGC	90, 000/-	45,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

3.9 For colleges

UGC-SAP	<input type="text"/>	CAS		DST-FIST	<input type="text"/>
DPE	<input type="text"/>			DBT Scheme/funds	<input type="text"/>
Autonomy	<input type="text"/>	CPE	<input type="text"/>	DBT Star Scheme	<input type="text"/>
INSPIRE	<input type="text"/>	CE	<input type="text"/>	Any Other (specify)	<input type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	--	-	-	01	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

3.22 No. of students participated in NCC events:

University level		State level	
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
University level	<input type="text" value="-"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="01"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value=""/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="08"/>
		Any other	<input type="text" value="-"/>

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

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6155.79			
Class rooms	14			
Laboratories	04			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		--	--	--
Others		--	--	--

4.2 Computerization of administration and library

- The students' record has been maintained in MS Excel.
- Computerized Cataloguing of Books in the Library .

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5141		132	19728/-	5273	
Reference Books	3593		26	5483/-	3619	
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	50	02	--	--	02	--	02	
Added								
Total	50	02	--	--	02	--	02	

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

LAN in the college campus .Training in computer composing by Hamidia Coaching Centre .

4.6 Amount spent on maintenance in lakhs :

i) ICT	133371/-
ii) Campus Infrastructure and facilities	66723/-
iii) Equipments	-
iv) Others	42305/-
Total :	242399/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through NSS, IQAC enhance support service of students for college & society.
- UGC sponsored Minority Coaching and Career Guidance Cell is functional . It provides coaching for entry into services schemes -B and C grade services.

5.2 Efforts made by the institution for tracking the progression

NIL

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1806			

(b) No. of students outside the state

(c) No. of international students

No	%

Men

No	%

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1423	22	--	228	--	1673	1140	32	01	233	--	1806

Demand ratio 2:1

Dropout % 5.15

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

- UGC sponsored Minority Coaching and Career Guidance Cell is functional . It provides coaching for entry into services schemes -B and C grade services.

No. of students beneficiaries

180

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

Principal and Staff members provide guidance and counselling related to their studies and career .

No. of students benefitted

185

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

A special Lecture for NSS volunteers on *Deficiency of Iodine*.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	523	1063600/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **Principal attended the grievances of 250 students. Out of this 185 students were benefitted through psycho social counselling**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: The vision of the College is to make it a globally acknowledged competitive centre of excellence by providing modern, scientific, technological and value-based education accessible to the under-privileged girls of the minority community as well as other underserved segments of the society and to bring them into the mainstream of national development.

MISSION:

- Empowerment and emancipation of the girl students.
- Delivering quality education to the underserved segments of the society.
- Extending equal opportunities and access to higher education.
- Preparing graduates for multi-linguistic and multi-cultural workplace setting.
- Holistic development through curricula and extra curricula activities.
- Infusing a spirit of secular values and nationalism.

6.2 Does the Institution has a Management Information System .

Yes. The College is trying to adopt Management Information System in its admission process and other office works. The student records has been maintained in MS Excel.

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

6.3.1 Curriculum Development

NA

6.3.2 Teaching and Learning

- Remedial Coaching for Minority was sanctioned by UGC in March , 2006.
- Hindi Diwas was organised by the Dept. of Hindi on September 14, 2006. Poetry and essay competition was held.
- Urdu day was celebrated on November 9, 2006 by the Dept. of Urdu day. Prof. S.R. Farooqui , Vice Chairman , National Council for Promotion of Urdu , New Delhi and Prof. Syed Mohd Aqeel Rizvi, Dept. of Urdu , Allahabad University gave lecture on *Importance of Urdu in Historical and Cultural Perspective*.

6.3.3 Examination and Evaluation

6.3.3 Examination and Evaluation

Half yearly assessment was conducted to prepare the students for final examination

University conducts the annual examination from the first week of March to 15th May. The college is a centre for the exams. Institution authorities maintain strict vigil to ensure that no case of unfair means may occur. The results are published on University website and leading local newspapers. The teachers are also nominated for paper setting and evaluation by the University.

6.3.4 Research and Development

- Special Lecture by J.H.Fisher held .The topic of the Lecture was "Mobile Communication".
- Delegation from Monatana State University visited the college & delivered lectures
- Proceedings of Ancient History seminar was released by Prof.D.N. Tripathi , Chairman, ICHR.
- One day symposia on "Role of Information Technology : New Challenges" is organised by Dept. of Computer Application in Social Science on 22nd October, 2005.
- One faculty member participated in a certificate course on the topic "Computer Application in Social Science Data Analysis" from G.B. Pant Social Science Institute ,Allahabad sponsored by Indian Council of Social Science Research ,New Delhi (February 7-19, 2005)

6.3.5 Library, ICT and physical infrastructure / instrumentation

College has a central library which has thousands of books and magazines etc. For the automation of Library ,the LIBSYS software has been purchased.

6.3.6 Human Resource Management

Human resource management is designed to maximize employee performance in service of their employer's strategic objectives .Teaching and non-teaching staff are managed focussing on policies and systems.

6.3.7 Faculty and Staff recruitment

NIL

6.3.8 Industry Interaction / Collaboration

Students of Vocational Subjects such as Office Management and Computer Application were given one month training in industries and other enterprises such as (i)BPCL, Naini (ii) ITI , Naini (iii) Bhadohi Rugs International, Bhadohi (iv) Safety at Bharat Pumps and Compressors Limited and Department of Human Resource Development at Research Development at Recron Synthetic Limited etc.

6.3.9 Admission of Students

Admission is conducted by the Admission Committee of the College on the basis of merit.

6.4 Welfare schemes

Teaching	Teachers welfare fund	for
Non teaching	Non-teaching welfare fund	
Students	SC, OBC , Minority Scholarship Poor fund ,Biri Worker Ward Scholarship.	

6.5 Total corpus fund generated Rs. 40100/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		No	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

N. A.

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

The University has given permission to the College to take admission of under graduate courses on the basis of minority character.

6.11 Activities and support from the Alumni Association

Alumni constitute an important source of strength to the College. Alumni Association has been established and it meets once in a year.

6.12 Activities and support from the Parent – Teacher Association

Principal and Teachers of the College meet the parents whenever required and inform the parents about the progress of their wards through letter.

6.13 Development programmes for support staff

To ensure full co-operation from the support staff the college authorities regularly inform the support staff about the college policies & objectives. The college puts up best efforts to extend facilities and benefits regularly to the support staff.

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

Plantation drive organised by NSS volunteers.

Criterion – VII

7. Innovations and Best Practices

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

Students are evaluated through quiz programme essay and self-composed poetry competition.

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

- Special Lecture by J.H.Fisher held. The topic of the Lecture was “Mobile Communication”.
- Delegation from Montana State University visited the college & delivered lectures
- Proceedings of Ancient History seminar was released by Prof.D.N. Tripathi, Chairman, ICHR.
- One day symposia on “Role of Information Technology : New Challenges” is organised by Dept. of Computer Application in Social Science on 22nd October, 2005.
- Remedial Coaching for Minority was sanctioned by UGC in March, 2006.
- Computer Literacy programmes were held.
- Centre for creative arts produce design suits and other accessories.

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

- To enhance quality and make higher education accessible to all, the College has embarked upon the project of vocationalisation of education. To meet this objective the college introduced vocational courses. To make the students economically independent two vocational subjects were introduced at undergraduate level:
(1) Office Management and Secretarial Practices (1998)
(2) Computer Application in Social Sciences (2004)
- Students were given one month training in industries and other enterprises. Besides receiving training outside the college, the students were trained in the College throughout the year in Computer Typing, Scanning, Library Management and photocopy.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Environmental awareness is an integral part of our college. In Sadbhawana 100 trees were planted in the adopted area.

7.5 Whether environmental audit was conducted? Yes No

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

- The session 2005-06 will be remembered as a historic year because as the status of the University of Allahabad underwent a great change from a state University to become a Central University.
- Evaluation of status has multiplied our responsibilities but because of the totally changed scenario lack of proper status and norms in it became very difficult to work.

8. Plans of institution for next year

- To enhance quality in teaching and learning.
- The College is tried to get permission from AU to start its own UGAT test on the basis of minority character.
- The College strived to start three add-on vocational courses sanctioned by UGC.

Name DR. (MRS.) SABIHA AZMI



Signature of the Coordinator, IQAC

Name DR. (MRS.) REHANA TARIQ



Signature of the Chairperson, IQAC

_____*_*_*_____
