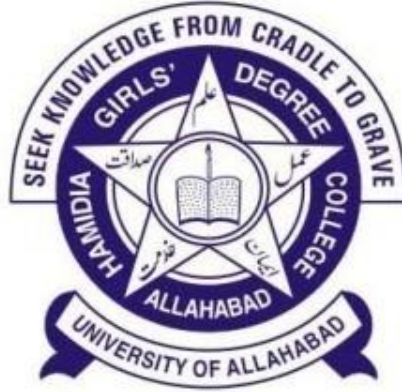


# Annual Quality Assurance Report (AQAR) of the IQAC 2006-07



Submitted to  
NATIONAL ASSESSMENT AND ACCREDITATION  
COUNCIL

by  
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2006-07

## 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

#### 1. 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 ( <i>For ex. MHCogn 18879</i> )	UPCOGN11634
1.4 NAAC Executive Committee No. & Date: ( <i>For Example EC/32/A&amp;A/143 dated 3-5-2004.</i> <i>This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate</i> )	EC/33.201
1.5 Website address:	www.hgdc-alld.org
Web-link of the AQAR:	www.hgdc-alld.org/AQAR-2006-2007.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 <sup>st</sup> Cycle	B	70.80	2004	5 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

01/12/2004

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

2006-07

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 06/05/2006 (DD/MM/YYYY)
- ii. AQAR 12/05/2005 (DD/MM/YYYY)
- iii. AQAR 01/12/2004 (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

Nil

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

06

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

---

2.8 No. of other External Experts

01

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

01

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

NO

### 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

- Principal and management held several meetings with University authorities to hold its own admission test-UGAT. IQAC endorsed the decision and admission core committee was formed at the College. Seeing the Minority Character of the College the University granted permission to the College to hold independent admission test.
- IQAC went ahead of revising the Admission Brochure. The Principal made regular efforts with A.U. to hold UGAT – Under Graduate Admission test.
- IQAC worked out the modalities to hold UGAT. Admission Committee of the College formed.
- IQAC gave full stress on providing vocational education.
- IQAC decided to adopt measure to inculcate a sense of secularism and nationalism.
- IQAC also worked for the all-round development of students.
- IQAC encouraged NSS to extend fruitful community services.
- IQAC encouraged different departments to organize seminars.
- IQAC encouraged teachers to formulate a detailed plan as per UGC guidelines to start Remedial Coaching classes.

### 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"> <li>• The Dept. of Sociology and Economics drew a plan to hold National seminar on Child Labour in India : Issues, Challenges and Interventions. Proposal was submitted to the UGC. Resource Persons were contacted.</li> <li>• Teachers were appointed to conduct classes in six subjects –English Literature, Medieval History, Education, Urdu Painting and B.Com as per UGC guidelines to start Remedial Coaching classes.</li> <li>• Several meetings held with Admission Committee (AU) &amp; Dean, CDC (AU) to hold UGAT.</li> <li>• Admission Core Committee at the College formed.</li> <li>• Admission process was laid down by the Admission Core Committee links established with Punjab National Bank to process Admission forms.</li> <li>• External Agency contacted to hold UGAT.</li> </ul>	<ul style="list-style-type: none"> <li>• The proposal was accepted and grant released. The date for the proposed seminars was fixed for 28<sup>th</sup> – 29<sup>th</sup> Oct. 2006.</li> <li>• Classes were held and 314 students were beneficiaries.100% result was achieved in different subjects.</li> <li>• University granted to Permission to the College               <ul style="list-style-type: none"> <li>• First UGAT Admission Brochure structured &amp; printed.</li> </ul> </li> <li>• First UGAT successfully held on 2<sup>nd</sup> July, 2006 maintaining complete transparency and accountability.</li> </ul>

\* 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

- Complete process for holding UGAT was structured. First cycle of UGAT held on 2<sup>nd</sup> July, 2006
- National Seminar on Child Labour in India : Issues, Challenges and Its Preventions (28<sup>th</sup> – 29<sup>th</sup> Oct. 2006) jointly organized by the Departments of Sociology and Economics
- Remedial Coaching Scheme started. Classes in six subjects – English, Education, Medieval History, Painting, Urdu, and B.Com. were held as per UGC guidelines. Separate set of Remedial teachers were appointed and regular classes were held. 100% results were achieved in different subjects.
- Three Vocational courses started in the College after being approved by the University.
- UGAT –BA and B.Com entrance test started
- The College decided to start Urdu Summer Classes in 2006-07 so that students who are completely unknown to the language learn reading and writing and the basics knowledge of Urdu.
- One pass out student of the College was appointed as Manager at Multi National Company in Courfour New Delhi

## Part – B

### Criterion – I

#### 1. 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	03		03	
Others				
<b>Total</b>	05		04	

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)  
 Alumni  Parents  Employers  Students   
 Mode of feedback : 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 the University of Allahabad

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

NO

## 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		20	
Presented papers	01	11	
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

142

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

64 %

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.	519					92
B.Com.	33					87.87

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	
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.	01
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				01
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			01	01
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

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	02*	ICHR	50,000/-	11,875/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

\* This project was sanctioned for two years but it continued for four years as grants were received in four instalment - I<sup>st</sup> installment of Rs. 11875/- received on 21<sup>st</sup> March, 2006.

II<sup>nd</sup> installment of Rs. 11875/- received on 2<sup>nd</sup> March, 2007.

III<sup>rd</sup> installment of Rs. 11875/- received on 31<sup>st</sup> March, 2008

IV<sup>th</sup> installment of Rs. 11875/- received on 24<sup>th</sup> June, 2009

Remaining 2500/- received at the time of submission in 2010.

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  
 UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges      Autonomy       CPE       DBT Star Scheme   
    INSPIRE       CE       Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02			
Sponsoring agencies		UGC NCPUL, Delhi			

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	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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	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:

University level       State level   
 National level       International level

3.22 No. of students participated in NCC events:

University level	NIL	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	NIL	State level	01
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	NIL	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-
NCC	-	NSS	10
		Any other	-

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 sq.mt.			
Class rooms	14			
Laboratories	04			
Seminar Halls	01			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)			AU	562000/-
Others				

4.2 Computerization of administration and library

- The Student record have 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	5273		847	147971/-	6120	
Reference Books	3619		489	83932/-	4108	
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	01	02	
Added	07						01	
Total	57	02			02	01	03	

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (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	156836/-
ii) Campus Infrastructure and facilities	211169/-
iii) Equipments	--
iv) Others	80,330/-
<b>Total :</b>	<b>448335/-</b>

### Criterion – V

## 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Gold medals instituted by the College are given to position holders
- Through NSS, IQAC enhance support service of students for the College & society
- UGC sponsored Minority Coaching and Career Guidance Cell is functional. It provides coaching for entry into service scheme – 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
1817	-	-	-

(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		
1140	32	01	233	--	1806	1429	11	--	377	--	1817		

Demand ratio 2:1      Dropout % 8.18

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 service scheme – B and C grade services.

No. of students beneficiaries

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

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

Special Lecture by Dr. Shabi Ahmad for NSS volunteers on *Intellectual Development of Women*.

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	1255	23127501/-
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 195 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 Students' record 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

Curricular of the three Add-On-Courses Diploma courses sanctioned by the UGC are designed by the College Staff (i) Urdu Journalism and Mass Communication (ii) Translation Proficiency in Arabic (iii) Fashion designing and Kasheedakari.

#### 6.3.2 Teaching and Learning

- Hindi Diwas (14<sup>th</sup> September, 2006) was organised by the dept. of Hindi. Poetry and essay competition was held.
- Urdu day (9<sup>th</sup> November, 2006) was celebrated by the Dept. of Urdu, Prof. S. R. Farooqui, Vice Chairman, National Council for Promotion of Urdu Language, New Delhi and Prof. Syed Mohd. Aqeel Rizvi, Dept. of Urdu, Allahabad University gave lectures on the importance of Urdu in Historical and cultural perspective.

#### 6.3.3 Examination and Evaluation

University conducts the annual examination from the first week of March to 15<sup>th</sup> 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 as paper setter and evaluator by the University. Mid-term internal examination was conducted.

#### 6.3.4 Research and Development

- The Dept. of Urdu, HGDC hold a Two-day National Seminar on Allam Iqbal Rahbar-e-Insaniyat (7<sup>th</sup> - 8<sup>th</sup> January, 2007). Chief Guest was Prof. Rajen Harshe, V.C., University of Allahabad. Prof. A.Q. Jafri of UoA. Prof. N. R. Farooqi of UoA and Prof. W. Siddiqui from Hawaai University Honolulu, USA was the distinguished guest
- The Departments of Economics and Sociology jointly organised a two-day National Seminar on Child Labour in India : Issues, Causes and Interventions (28<sup>th</sup> - 29<sup>th</sup> October, 2006) sponsored by UGC, New Delhi. The Chief Guest was Prof. R. G. Harshe, VC, UoA, Alld. The other Guest was Mr. A. K. Rai, Deputy Labour Commission, Allahabad, Prof. R. C. Tripathi, Director, G.B.P.S.SS.I, Allahabad and Prof. P.N. Mehrotra, Head, Dept. of Economics, UoA, Alld.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

-

#### 6.3.6 Human Resource Management

Human resource management 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., G.B. Pant Social Science Institute.

6.3.9 Admission of Students

College has started separate UGAT for Admission to UG classes.

6.4 Welfare schemes for

Teaching	Teachers Welfare fund
Non teaching	Non-Teaching welfare Fund
Students	SC, OBC, Minority Scholarship Poor fund, Bidi Worker Ward Scholarship.

6.5 Total corpus fund generated Rs. 40000/-

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 Association Meeting is held annually. One Alumna shared her experiences in the Alumni Association meeting and which was the source of inspiration for the students. She took Office Management and Secretarial Practices with a promise of bright future as one of the subject in graduation and she achieved her goal. She is working with MNC from December, 2006 with world's second biggest retailer.

6.12 Activities and support from the Parent – Teacher Association

The Principal meets the parents whenever required. The Parents have to take prior appointment from the Principal.

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 government facilities regularly to its support staff.



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

Educating the students and reinforcing the need to save energy.

## 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.

The College has planned a pedagogical approach to develop the skills of the students. Along with regular classes, group discussions and debates were organised to facilitate a better understanding of the subjects and boost their morale. Classes are conducted with technological aids like OHP and Compute. Xeroxing facilities are also provided to the students. This has created a positive impact on the functioning of the institution as well as enhanced the capabilities and performance of the students.

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

- Complete process for holding UGAT was structured. First cycle of UGAT held on 2<sup>nd</sup> July, 2006.
- National Seminar on Child Labour in India : Issues, Challenges and Interventions (28<sup>th</sup> – 29<sup>th</sup> Oct. 2006) jointly organized by the Departments of Sociology and Economics.
- Remedial Coaching Scheme started. Classes in six subjects – English, Education, Medieval History, Painting, Urdu, and B.Com. were held as per UGC guidelines. Separate set of Remedial teachers were appointed and regular classes were held. 100% results were achieved in different subjects.
- Urdu Summer Classes were held for students who were completely unknown to the language. They learn reading and writing and the basics Urdu.
- Three Vocational courses started in the College after being approved by the University.
- One pass out student of the College was appointed as Manager at Multi National Company in Career Fair at New Delhi.

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

- Hamidia Girls Degree College has always adopted a student – centric, student friendly approach towards higher education. Acknowledging its sincere efforts to provide qualitative education and best opportunities to the students, the UGC granted the College permission to conduct minority coaching in the session 2006-07 for students belonging to the minority and SC/ST groups. Minority Coaching facility will allow the students to improve their performance and gain confidence.
- Creative design centre to promote the dignity through Earn While Learn.

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

7.4 Contribution to environmental awareness / protection

Environmental awareness was promoted through NSS – group learning in the class, information and inspirational seminars plantation schemes etc.

7.5 Whether environmental audit was conducted? Yes  No

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

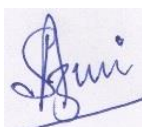
Add-on Courses of certificate, Diploma and Advance Diploma sanctioned by the UGC X plan started .University gives permission only to start certificate course in  
(i) Urdu Journalism and Mass Communication  
(2) Translation Proficiency in Arabic  
(3) Fashion designing and Kashidakari.

**8. Plans of institution for next year**

- Introduction of career oriented programmes .
- Two proposal submitted to organize National Seminar on “Bahadur Shah Zafar and Indian Freedom Struggle”.
- The proposal for scheme of Remedial coaching at under graduate level for students belonging to Minority communities.

Name DR. (MRS.) SABIHA AZMI

Name DR. (MRS.) REHANA TARIQ



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Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC

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