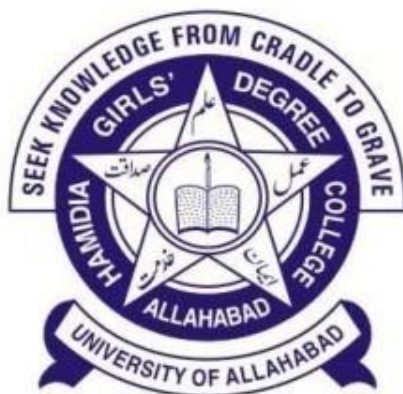


Annual Quality Assurance Report (AQAR) of the IQAC 2011-12



**Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL**

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

Sultanpur Bhawa, Noorulla Road, Allahabad-211003

Fax: 0532-2656526, Ph: 0532-2656526

Email: hamidia_alld@yahoo.co.in

Website: www.hgdc-alld.org

2011-2012

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&A/143 dated 3-5-2004. 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-2011-2012.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)

2011-12

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 | 05/05/2011 | (DD/MM/YYYY) |
| ii. AQAR | 13/05/2010 | (DD/MM/YYYY) |
| iii. AQAR | 30/04/2009 | (DD/MM/YYYY) |
| iv. AQAR | 05/05/2008 | (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 Yes ☒ No ☐
(eg. AICTE, BCI, MCI, PCI, NCI)

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

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

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

The IQAC works with untiring zeal to give the best of modern, scientific and technological education to the marginalised students among the marginalized . To bring these deprived girl students at par with the other students who form the creamy layer, is an uphill task. Nonetheless the IQAC is geared to fulfil this responsibility of the institution with utmost sincerity.

- Teaching learning methods were improved. The modular curricula was followed strictly, half yearly exam was held and the College library was digitized. All these measures provided sound academic grooming to the students and consequently four students of the college secured above 72% marks. Ms. Muzna Maqsood, B.A.III secured 73% marks and stood 3rd in the University Merit List. Ms. Hena Naz, B.A.II, Zeenat Zia, B.A.I, Farha Bano, B.Com.I secured above 72% marks.
- Environment of cooperation and cyclic relationship between students and faculty.
- Centre for Women's Studies taking direction from IQAR brought the significant contribution of the eminent freedom fighter and founder of the college, Begum Khursheed Khwaja to the light of the people. She established Hamidia educational institutions at Allahabad in 1932 when there was not a single school to cater to the educational needs of the purdah-observing girls of the minority community. She sowed the seed of the Hamidia Primary School which has developed into a Degree College, an institute of higher education. Her noble services have helped the college to achieve the true spirit of education – of taking inspiration from the wise and courageous elders of the community.
- First Begum Khursheed Khawaja Memorial Lecture was held on the occasion of her 117 birth anniversary .The college paid homage to her pioneering and selfless services in the field of Muslim girl education at Allahabad.
- Digitization of the Library was a major milestone covered by the IQAC.
- Vocational training was imparted to students.
- Human resource was mobilized through the activities of Computer Lab, Language Lab.
- Further Urdu Coaching and Urdu Calligraphy course sanctioned by U.P. Urdu Academy also prove highly beneficial to the students.

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"> The Academic Advisory Committee was motivated by the Principal to prepare academic calendar for the year. At the regular staff meetings between the Principal and Staff members, steps to improvise teaching methods were discussed. Centre for Women's Studies was instructed to plan its own calendar and carry out its activities. It geared up its research on empowered women who were the true activities of modern India. Work on Digitization of Library should be accelerated. More students should be given vocational training. Language Lab was established and put in the charge of senior teacher. It provided proficiency training in English and Urdu. Remedial Coaching classes were conducted in Urdu, Ancient History, Economics and Computer Application and Education. Urdu Coaching classes were held regularly under the charge of a teacher. Similarly Urdu Calligraphy training was also given to students. Vigilance Awareness Week held from 31st October- 5th November 2011. Creative Fashion Centre established. 	<ul style="list-style-type: none"> Academic Calendar formed and activities were held all round in the year according to the calendar. Consequently 4 students of the College secured above 73% marks. Centre for Women's Studies drew out its own plan a set of activities keeping in mind its two key areas of action – proving legal literacy and improving women's health. The CWS undertook deep study on the contribution of the pillars of society and brought to light the work of Begum Khursheed Khwaja, Founder of the College. First Begum Khursheed Khwaja Memorial Lecture held. The target was met. It was inaugurated on 5th November, 2011. Three months free of cost training in computer typing and internet access was given to students at the Computer Lab. Four batches of 20 students each benefitted. Classes were held study materials were provided to the students. 30 students were beneficiaries of Urdu Coaching 10 students were beneficiaries of Urdu calligraphy. Students participated enthusiastically. Semi skilled students were framed into skilled students.

* 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

- Inauguration of Urdu Coaching Centre sanctioned by U.P. Urdu Academy on 12 August, 2011.
- Grant received by U.P. Urdu Academy to organize an All India Mushaira held on 9th May 2012.
- Seminar on 'Property Rights' on 22nd September 2011.
- Seminar on 'Well-Being and Positive Health' on 25th September, 2011.
- Workshop on 'Photo Journalism' on 5th & 6th November 2011.
- First Memorial Lecture on Begum Khursheed Khwaja held on 24th December 2011.
- Creative Fashion Centre established.
- Language Lab was established.
- Vigilance Awareness Week was organized from 31st October – 5th November 2011.
- Remedial Coaching classes were held in 5 subjects in Urdu, Education, Economics, History, CAS.

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	05		04	
Certificate	01			
Others				
Total	08		05	
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. 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
19	05	13	01	

- 2.2 No. of permanent faculty with Ph.D.

- 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
	3								

- 2.4 No. of Guest and Visiting faculty and Temporary faculty

<input type="text"/>	<input type="text"/>	06
----------------------	----------------------	----

- 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	19	
Presented papers	04	14	
Resource Persons			

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

- Language proficiency training at Language lab is being held to improve the Language proficiency of the students .
- Intradepartmental activities are held in order to develop culture of connectivity for example faculty members of departments like History, English, Sociology, Urdu , Persian share their knowledge of their specific fields. The faculty members of department of History delivered lecture on French Revolution and its impact on society in department of sociology. The faculty of department of Persian delivered lecture in department of Urdu as Persian is one of the optional paper in UG Syllabus of Urdu and students are benefitted by specialized lecture. The faculty member of dept. of English contributed by delivering lecture by explaining the genesis and development of women's Studies to the students. The faculty member of Dept. of Sociology delivered lecture for Centre for Women' Studies on An introduction to Women's Studies and role of patriarchy in Gender Construction.

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

171

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

65 %

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.	440					95.90
B.Com.	37		3			97.29

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	03
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	03
Staff training conducted by other institutions	02
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	03	02	--	--
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, ICH R , NCUPUL 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				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01		
Non-Peer Review Journals		-	01-In house journal of Centre for Women's Studies.
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	01	UGC-WS	10,000/- from the permissible spending	10,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
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

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			01		
	Sponsoring agencies			CWS		

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
-	--	--	--	--	-	-

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 State level
National level International level

3.23 No. of Awards won in NSS:

University level	-	State level	
National level	-	International level	

3.24 No. of Awards won in NCC:

University level	-	State level	
National level	-	International level	

3.25 No. of Extension activities organized

University forum	-	College forum	03		
NCC	-	NSS	08	Any other	-

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

- Two day workshop of Photo Journalism has been organized by Department. of Urdu Journalism and Mass Communication in which Photo Journalism students of IPS, A.U., also participated actively.
- Inauguration of Fitness Centre in Centre for Women's Studies to make a healthy society.

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)			AU	2,10,000/-
Others				

4.2 Computerization of administration and library

Computerized Cataloguing of Books in the Library. Library is digitized.
Office Automation System

- Bank Challan generation .
- Preparation of Student Nominal Roll Call List.
- Character certification generation.

Admission is done through Admission software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9790		35	14546/-	9825	
Reference Books	5213		19	3997/-	5232	
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	84	04	02	03	03	01	03	
Added								N-LIST Online UPS
Total	84	04	02	03	03	01	03	

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

Free computer and internet access training for the students who wishes to learn computer.

4.6 Amount spent on maintenance in lakhs :

i) ICT	316096/-
ii) Campus Infrastructure and facilities	168676/-
iii) Equipments	
iv) Others	248082/-
Total :	732854/-

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.
- Health-checkups and awareness about legal rights extended by CWS.
- Free Remedial Coaching for slow learners.
- Language Proficiency in spoken English and spoken Urdu through Language Lab.
- Through 'earn while learn' Creative Fashion Centre trains students in cutting, tailoring, sewing and embroidery. Eid Fashion Week - Exhibition cum Sale is held annually at the Centre.
- Career Counselling Cell organizes lectures to enhance positive personality characteristics of the students. In this connection Career Counselling Cell of the College had organized lecture on 'Career and Personality Development' by Dr. Sheetal Prasad, Associate Professor, Dept. of Psychology, E.C.C.
- Scholarship and financial support.
- To give expression to the creative potential of the students their articles are published in the College Magazine.
- A short term computer literacy programme is also conducted by the Centre in which batches of students are trained in English, Hindi and Urdu typing and Internet access.

5.2 Efforts made by the institution for tracking the progression

NIL

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1656			

(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
974	19		684	02	1707	659	12	--	985		1656

Demand ratio 3:2

Dropout % 6.76

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

NIL

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

NET	<input type="text" value="--"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="--"/>

5.6 Details of student counselling and career guidance

Career & Counselling Cell has been established counselling is being provided to the students by the counsellor weekly.

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

- Empowerment of girl students in particular and women in general is the mission of the College. Bearing this in mind the College authorities have closely followed various women welfare programmes. Two seminars were organized in a row by the Centre for Women' Studies at the College – a) Women and Property Rights in India (22nd September, 2011) b) Women Well-Being and Positive Health Care (25th September, 2011). Hon'ble Mr. Justice Arun Tondon , Mrs. Divya Misra , Chairperson , UP State Social welfare Board & state Minister and Prof.L.R.Singh Dean. CDC, University of Allahabad delivered their lecturer to create awareness .
- Under the Women Health Initiative Programme a Health Centre for girl students of the College is functional since October 2009. General Health examination of students is conducted by the consultant doctor and a Health Card recording the health status of examined students is issued in the name of the student. Prof. S. A. Ansari , Dept. of Commerce, A.U. Dr.Rekha Saxena, Ophthalmologist, M.N. District Hospital, Alld, Dr. Najmi Rehman, director, TIAHS and Dr. Kaleem Akmal discussed health related issues.
- Centre for Women's Studies has also established a Fitness Centre equipped with five exercisers where students are trained in aerobics and other fitness regimen.

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	778	Directly transferred to students A/c
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 220 students . Out of this 200 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 acknowledge 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.
- Deliver quality education to the underserved segments of the society.
- Extend equal opportunities and access to higher education.
- Prepare graduates for multi-linguistic and multi-cultural workplace setting.
- Holistic development through curricula and extra curricula activities.
- Infuse a spirit of secular values and nationalism.

6.2 Does the Institution has a Management Information System

Yes, MIS is used in Account, Admission and other Administrative works.

- Admission Card generation.
- Bank Challan generation
- Preparation of Student Nominal Roll Call List
- Character certification generation

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

6.3.1 Curriculum Development

- Curriculum are designed by the University of Allahabad.
- Our College teachers are members of Board of Baccalaureate studies and their suggestions are incorporated regarding modification of under graduate syllabus.

6.3.2 Teaching and Learning

- Teaching and learning scheduled events include Class Tests, Internal Assessment and University Examination.
- Language Lab is an efficient means for the enrichment of the spoken language learning process. Language Lab equipped with 21 computer sets enables students to improve their proficiency skill of spoken English, under the supervision of the subject teacher through ETNL Language Lab Software.
Language Lab is playing a constructive role not only for the students desirous of acquiring proficiency in spoken English but also for those students who wish to attain proficiency in spoken Urdu.
- In the XI Plan UGC provision to provide grant for Remedial Coaching is a boon for educationally disadvantaged students at graduate level. Remedial Coaching is running in the session 2011-12. 300 students were enrolled and coaching classes were held in 5 subjects – Urdu, Education, History, Economics and CASS. All the candidates were successful in their exams in this session. Students performance is assessed through tests and assignments.
- This year Vigilance Awareness Week (31st October to 5th November 2011) has been observed in the college with so much zeal and enthusiasm. During this week students participated in different activities like essay competition, poetry, collage, slogan, poster and debate. Students raised their voice against corruption and were of the view that education can play vital role in the eradication of corruption.
- Three girls showed remarkable academic excellence. Miss Muzna Maqsood stood third in University Faculty Merit List by securing 73% marks in B.A. III.
Miss Hena Naz – B.A.II secured 70.88%
Miss Zeenat Zia – B.A. I secured 69.9%
Miss Farha Bano – B.Com.I secured 66.8%
- Urdu Day was celebrated on 9th November 2011. Competition in Essay Writing on the topic “Urdu Zaban Aur Hamari Zimmedari” and self composed poems on “Urdu Zaban” were organized to know the students thinking and bent of mind.
- Hindi Day was celebrated on 14th September, 2011. A symposium was organized on this occasion “Hindi Ki Sanvaidhanik Aur Vaidhanik Stitithi” was the topic. The Chief-Guest Prof. Ram Kishor Sharma, A.U. and Prof. Mushtaq Ali, A.U. was the main speaker. Poster competition on “Rashtra Nirman Bharha”, Essay competition on “Hindi Ki Rashtra Bhasha Ke Roop Mein Stithi” and self composed poetry competition on “Naari” was organized and students expressed their talents and experiences.

6.3.3 Examination and Evaluation

Half yearly assessment is conducted in month of December 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

- Seminar on “Women and Property Rights in India” was organized (22nd September 2011) to provide legal awareness to students. Mrs. Divya Mishra, Chairperson, U.P. State Social Welfare Board and State Minister was the Chief-Guest. Hon’ble Mr. Justice Arun Tondon from the High Court, Allahabad, Prof. L.R. Singh, A.U. delivered their lecture on the topic. They motivated the girl students to keep themselves abreast of the different women welfare schemes of the government. Prof. R. Khanna, A.U., Prof. Shailendra Tiwari, SIEMAT, Dr. Anshuman Mishra, A.U. etc discussed the theme.
- Another Seminar on “Women Well-Being and Positive Health Care” was organized by the Centre on 25th September 2011. Prof. S.A. Ansari, A.U. was the chief-guest, Dr. Kaleem Akmal, Deputy CMO, Alld., Dr. Anjum Ahmad, Consultant Doctor, Dr. Najmi Rahman, Director, TIAHS were present.
- Two-day workshop on 5th & 6th November 2011 on the topic “Photo Journalism: Concepts, Techniques and its Relevance in Modern India” - organized in order to motivate the students to take the Urdu Journalism and Mass Communication course as a profession and provide them important guidelines regarding Urdu Journalism. The Chief-guest was Prof. G.K. Rai, Director, IPS, A.U. ,Ms. Fatima, Dept. of Journalism, J.M.I., Prof. Suhail Akbar, JMI hoped that the girls will be empowered by this workshop. They emphasized the importance of reading and studying. They asked the students to read more and more with analytical thinking and then to reach on any conclusion.
After inaugural session students were trained during workshop on representation in television journalism and documentary. Students from different colleges and university attended the workshop.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Internet service is provided to the students. Students can download the articles when required by them in the library.

The tremendous progress made in the field of information technology has helped the teacher and the taught to a great extent. The college students have now the facility to acquire knowledge through IT from any part of the world. This has turned into a possibility as the College Library has been digitized from 5th November 2011. At present digital library is equipped with 9 client PCs and one server computer.

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 focusing 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 in Social Science performed their on-job training of one month in the 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 ,Institute of Social Science and IPS, University of Allahabad.

6.3.9 Admission of Students

Considering the minority character of the college, the University has permitted the college to hold UGAT-under graduate admission test at the college level independently . An Admission Committee has been formed .The Admission Brochure is revised and printed every year .An external agency is contacted to conduct the exam maintaining confidentiality and transparency in the Admission process.

6.4 Welfare schemes for

Teaching	Teacher Welfare Fund LTC, GPF, Pension, Gratuity, Health-benefit.
Non teaching	Non Teaching Welfare Fund, LTC, Health Benefit
Students	OBC, S.C., Minority Scholarship, Poor fund. Biri Worker Ward Scholarship.

6.5 Total corpus fund generated

Rs. 98500/-

6.6 Whether annual financial audit has been done

Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done? **NO**

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?

Seeing the Minority character of the College the University of Allahabad has given permission to the College to conduct admission test for under graduate courses (UGAT).

6.11 Activities and support from the Alumni Association

Alumni meet was held under the guidance of two teachers of the College who are alumni of the College. One alumna showed exuberance to start a small canteen for students where nutrition food would be provided to students. Another alumna has been helping as instructor UJMC.

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 and benefits regularly to the support staff.

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

Most of the departments have changed incandescent bulbs to low watt compact fluorescent lamps.

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.

- All India Mushaira of Women Poets was organized on 9th May 2012 at NCZCC, Allahabad. It was the unique venture of the college.
- Inauguration of Urdu Coaching Centre sanctioned by Urdu Academy, Lucknow for non-Urdu knowing students on 12th August 2011.
- Implementing 'Earn While Learn' scheme by establishing Creative Fashion Centre to the economically backward students. Creative Fashion Centre was established in 2010 and is running successfully. Several students working at our Creative Fashion Centre are earning while learning and are attaining self-reliance to meet out the new challenges in the field of business world.

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

- On the occasion of the 117th birth anniversary of Begum Khursheed Khawaja the college paid a solemn tribute to the founding light of Hamidia institution by organizing first memorial lecture in her honour on 24th December 2011. Begum Khwaja was the honourable founder of the institution but scarce knowledge about her immense contribution to the Indian Freedom Struggle and national reconstruction was passed to us. Recently through the internet we discovered her valuable contribution to the field of education and national development. The chief guest was Mr. Raveend Khwaja, son of Begum Khwaja. Programme was presided by Padamashree Dr. Mansoor Hasan, an eminent cardiologist. Memorial lecture was delivered by Prof. Anil Kumar, J.M.I.
- All India Mushaira of Women Poets sponsored by UP Urdu Academy, Lucknow was held on 9th May, 2012 which was attended by well known women poetess of Urdu. They recited their poem
- Career and Counselling Cell organized lectures to enhance positive personality characteristics of the students. Interviews, social interaction, debates and group discussions are organized regularly.
In this connection Career and Counselling Cell organized lecture on ‘Career and Personality Development’ by Dr. Sheetala Prasad, E.C.C.
An Orientation Programme was held on 16-02-11 and Prof. R.R. Tewari, A.U. addressed the students and emphasized the fact that in order to be successful in life, self-confidence, labour, dedication, focussed and sincere efforts towards goal is required so that students may achieve their goal.
- Inauguration of Urdu Coaching Centre sanctioned by U.P. Urdu Academy on 12 August, 2011.
- Seminar on ‘Property Rights’ on 22nd September 2011.
- Seminar on ‘Well-Being and Positive Health’ on 25th September, 2011.
- Workshop on ‘Photo Journalism’ on 5th & 6th November 2011.
- Creative Fashion Centre established.
- Language Lab was established.
- Vigilance Awareness Week was organized from 31st October – 5th November 2011.

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

- Two year Diploma Course in Urdu Calligraphy was started in 2006 by U.P. Urdu Academy and is running successfully till now. Ten students are admitted because only ten students are allowed from the Academy. This course is free of cost. After completing the course Academy provide scholarship to the students. Till now five batches have been completed. Students are very much interested in this course and they want to learn the art.
- Centre for Women’ Studies established fitness centre. Prof. S. A. Ansari , Dept. of Commerce, University of Allahabad inaugurated the Fitness Centre equipped with five exercisers at the Centre for Women’s Studies. The Fitness Centre through its fitness programme will train students in aerobics and other fitness exercises. Dr. Anjum Ahmad conducted health check-up programme at the Centre. Hearing-aid was given to a differently-abled student of the college.
The Centre provided health education and several referred treatment to the students.

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

7.4 Contribution to environmental awareness / protection

To increase awareness celebrates Environment Day in NSS to develop a widespread awareness campaign to help other students to understand the effects of wasting resources and damaging the environment.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

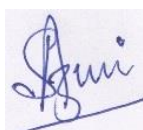
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- The College Library has been digitised.
- The first memorial lecture on Begum Khursheed Khwaja was held.

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

- To organize National Seminar on 'Meer Taqi Meer'.
- Plan to organize International Women's Day every year in the college.

Name DR. (MRS.) SABIHA AZMI



Signature of the Coordinator, IQAC

Name DR. (MRS.) REHANA TARIQ



Signature of the Chairperson, IQAC

Annexure-1

Hamidia Girls' Degree College, Allahabad.
ACADEMIC CALENDAR 2011-12

JULY

July 11	Academic session starts
	Submission of action plan (Department wise)
July 12	Fresher Orientation

AUGUST

August 27	Internal assessment of the students (Department wise)
August 31	Submission of Internal Assessment Report

SEPTEMBER

September 14	Hindi Divas
September 15	Submission of the 1st Quarterly Report (Department wise)
	College Activities - Seminars, N.S.S. (special camp 7 days), Annual Day function

OCTOBER

October 27	Internal assessment of the students (Department wise)
October 30	Submission of Internal Assessment Report

NOVEMBER

November 9	Yaum-e-Urdu
November 11	National Education Day (The birth of Maulana Azad)
November 12	Internal assessment of the students (Department wise)
November 30	Submission of Internal Assessment Report

DECEMBER

December 24-1 st Jan.	Winter vacation
----------------------------------	-----------------

JANUARY

January 27	Internal assessment of the students (Department wise)
January 31	Submission of Internal Assessment Report

FEBRUARY

February	Special Classes Magazine Distribution
----------	--

MARCH

March	University Examination begins
--------------	-------------------------------

Note- The college holds the right to make partial amendment only under unavoidable circumstances.