



## YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
<b>1.Name of the Institution</b>	Hamidia Girls' Degree College
• Name of the Head of the institution	Prof. Naseha Usmani
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	05322978600
• Mobile no	9559258741
• Registered e-mail	hamidia.alld@gmail.com
• Alternate e-mail	iqac.hamidia@gamil.com
• Address	Sultanpur Bhawa, Noorullah Road
• City/Town	Prayagraj
• State/UT	Uttar Pradesh
• Pin Code	211003
<b>2.Institutional status</b>	
• Affiliated /Constituent	Constituent College of University of Allahabad
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Allahabad
• Name of the IQAC Coordinator	Dr. Sabiha Azmi

• Phone No.	05322978600
• Alternate phone No.	05322978601
• Mobile	9453026110
• IQAC e-mail address	iqac.hamidia@gamil.com
• Alternate Email address	hamidia.alld@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/AQAR-2021-22.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/AQAR-2021-22.pdf</a>
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/Academic-calendar-2022-23.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/Academic-calendar-2022-23.pdf</a>

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.80	2004	16/09/2004	15/09/2014
Cycle 2	B	2.14	2015	01/05/2015	30/04/2020
Cycle 3	B	2.22	2023	07/02/2023	06/02/2028

6.Date of Establishment of IQAC 01/12/2004

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	nil	00

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

• Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year

9

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?

No

• If No, please upload the minutes of the meeting(s) and Action Taken Report

[View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

11.Significant contributions made by IQAC during the current year (maximum five bullets)

• The IQAC after holding consultation with the college authorities and Management decided to get the college accredited by NAAC in cycle III. The IIQA was submitted in May 2022. • The IQAC paid full attention to the Govt. of Indian initiative to hold Azadi Ka Amrit Mahotsava to commemorate 75 years of Independence. The directives of MHRD and UGC were followed. • The IQAC in consultation with the entire teaching

faculty gave full attention to PMs calls to observe Independence Week under Har Gar Tiranga. • The IQAC focussed on PMs Skill Development initiative B.Voc Degree Programmes were conducted in full earnest. • The IQAC in collaboration with the office of the Inspector General Police Prayagraj Zone decided to organise various UP State Governments Awareness Programmes on Mission Shakti, Cyber Security and Traffic Awareness.

## 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
<p>The IQAC geared itself to undertake NAAC accreditation of the College in cycle III. In this direction the IQAC chalked out the detail methodology to streamline and update academic units and administrative bodies.</p>	<p>The College submitted IIQA in May 2022 as the first step of accreditation. This was followed by submission of SSR in July, 2022. The successful submission of SSR signalled the next step - Students Satisfaction Survey (SSS) which was conducted by NAAC authorities through their portal. Students were contacted through emails and their responses were recorded by NAAC in an exceptionally transparent manner. The third vital step was Data Validation &amp; Verification which was also successfully cleared in September, 2022. Subsequently the NAAC authorities assessed the SSR and Data Validation and verification and fixed the onsite visit of Peer Team for 2nd &amp; 3rd February, 2023. 2nd February, 2023 The Peer Team visited all the Departments - College Library, Creative Fashion Centre, Centre for Women Studies, Fashion Designing Lab, CAD Lab, Media Lab, Computer Lab, Painting Lab and Geography Lab and Career Counseling Cell. They also visited the facilities like College Canteen and Health &amp; Fitness Centre. They held a detailed interactive session with IQAC members in which both internal and external members of IQAC participated. They also met the parents of the enrolled students followed by an intensive session with the Alumni. The Chairperson, Prof. Radhey Shyam, Member Coordinator, Dr. Ashwin A. Purohit and Member, Dr. Lata More Surwade asked questions and ascertained the responses of the alumni. The Peer Team provided fruitful suggestions to the alumni to build a long lasting relationship with the College and subsequently add-on to the quality culture. Later in the evening a Cultural Eve was organized in honour of the NAAC Peer Team in the College auditorium. Students presented Sarva Dharma Prarthana, Mime Incredible India; and Kavi Sammelan &amp; Mushaira. The second day started with the display and presentation of the Research Papers published by the faculty in different journals. The In-house publications of the College were also brought to the notice of the Peer Team Members. Naqsh-e-Nau, an International Annual Urdu Journal published by the Department of Urdu and recently included in UGC Care List received special recognition of the Peer Team members. Finally, Exit Meeting was held in the evening at 4:00 p.m. The representative of the Management, entire Faculty and support staff were present. The Chairperson handed the Accreditation Report of the College to the Principal &amp; Coordinator.</p>
<p>The IQAC galvanized different Department to hold activities related to Azaadi ka Amrit Mahotsav. Competition were planned and students participation was ensured.</p>	<p>A National level online Poster-Making Competition on Azadi ka Amrit Mahotsav was organized by Department of Ancient History. The objective of poster competition was to make the students adaptive to showcase their creativity about India's struggle for freedom. Through this exercise they also paid a tribute to our freedom fighters and their supreme sacrifice. Total 182 participants participated. An International webinar was organized by the Department of Ancient History, Culture &amp; Archaeology on the topic "Intangible Cultural Heritage of India" under the "Azadi ka Amrit Mahotsav Programme". Prof. J. N. Pal, a renowned field Archaeologist, Pre historian, Proto-historian of the Department of Ancient History, Culture &amp; Archaeology, University of Allahabad delivered a speech on Archaeological Heritage of Prayagraj &amp; Prof.</p>

	<p>Daniela De Simone, Odysseus Research Professor of India Studies, Department of Languages and Cultures, Ghent University, Belgium gave her speech on Topic 'Buddhist Heritage of India ' Dr. Bina Sengar, Department of History and Ancient Indian Culture, Dr. Babasahab Ambedkar, Marathwada University, Aurangabad gave her interactive Lecture on Gandhism, Adi-Dharam and Intangible Heritage..</p>
<p>The IQAC along with NSS geared itself to hold various activities to celebrate Independence Week-Har Ghar Tiranga10-16 August 2022.</p>	<p>Har Ghar Tiranga Awareness campaign was organized by the National Service Scheme (NSS) on a large scale. Under this, the students encouraged the people to hoist the flag on their houses. 197 students participated and made tricolor caps, wrote slogans and prepared pamphlets. 10th to 16th August, 2022 - The Departments of Fashion Design and Embroidery and Ancient History, Culture and Archeology jointly organized inter-college online and offline essays, posters, slogans and patriotic songs at the national level on</p>
<p>The IQAC in galvanised itself to implement PMS Skill Development Initiative &amp; Strengthen the knowledge component as well as the skill component of education. In this direction the B.Voc Degree Programme's Nodal Officer and Coordinator made sincere attempts.</p>	<p>B.VOC. is running successfully in the college Results of the students are commendable. Five batches of B.Voc. and two batches of M.Voc. have passed out successfully and their achievements are:  - One student, Ms. Deepti Verma has cleared the National level test of NIFT and got admission in Master of Fashion Management (MFM) in Shillong. Another student, Mrs. Zainab Parvez has been placed in the Seams for Dreams organization in Bombay and after two year she joined Emporia Armani, New Delhi and another student Ms. Mariyam Suhail has been placed in Reliance Trends. Arshiya Siddiqui and Alveena Laiq has been placed in Flipkart and Akanksha Shukla placed in Fortis links, Poona. Deepti Verma was placed in Interactive Avenues, Bangalore Students have also started online clothing store such as - Ms. Amna Kabeer's Ethnic Closet. Ifra Siddiqui's - Illustration by Ifra, Zubariya Shakeel's Dress-up dress, Khadeeja Rahman's-"Elegance by Kat". Twenty two students of B.Voc. have taken admission in M.Voc. program of our College to upgrade and advance their quality of vocational education. Five students are running their boutique "Uzma Fashion Centre," "Inaya Boutique,""The Wardrobe Boutique," "Kashish Boutique" "Kun Libas" and some students have started their clothing business from home. Their vision is to do something creative in the field of Fashion. Seven students of M.Voc. final year and two student of B.Voc. final Year have done a training program from NITRA (Northern India Textile Research Association) in which is one of the prime textile research institutes in the country. Two students of M.Voc. completed their training at Navlyn Boutique, Prayagraj in 2022. Five students of M.Voc. completed their internship on Training in Dyeing and Printing from Weavers Service Centre of Indian Institute of Handloom Technology, Varanasi in 2022. Five students of M.Voc. did their training from National Small Industries Corporation (NSIC) Naini, Prayagraj 2023. Two students of M.Voc. under went internship from Aman Mathur, Fashion House, Deshok Couture Pvt. Ltd. Lucknow in 2023. Six students of M.Voc. did their training program from NITRA (Northern India Textile Research Association) from Ghaziabad in June 2023. UGC after screening the working of this department had upgraded this program and sanctioned M.Voc. Post Graduate Programme to this College from the session 2019- 20. It is a distinctive achievement of our college. M.VOC. classes are running from 2019. M.VOC. (Master of Vocation) is a two-year PG course. The curriculum of M.Voc. in Fashion Design and Embroidery structured partly by the Nodal Officer &amp; Coordinator has been approved by the BOS of Home Science Department of the University of Allahabad and the Academic Council of the University of Allahabad. Another achievement of B.Voc Fashion Designing &amp; Embroidery is the establishment of CAD Lab, a miniature form of garment industry/ workshop for training and</p>

	<p>internship to produce Industry-fit students which is the objective of both MHRD and UGC. University Grants Commission has approved six months certificate course of Advance Pattern Maker (CAD) in the year 2020. "Fashion Illustration Workshop" was held from 10th November to 30th November 2022. Instructor was Ms. Zeba Fatima , MFA, University of Allahabad "Fifteen Days Warli Art Workshop" was organized in the department from 12th to 31st Jan. 2023. Carft Making Workshop With Waste Materials organized by Ms. Harshita from 9th to 11th Jan. 2023. Students learned the tricks of making item out of waste materials. Craft ideas were implemented using waste card board, magazines and news papers etc. One - week Art and Craft Workshop to celebrate World Heritage Day on the topic</p>
<p>The IQAC in collaboration with the office of the Inspector General Police Prayagraj Zone planned workshop on Mission Shakti, Cyber Security and Traffic Awareness.</p>	<p>(A) A Seminar on Mission Shakti was organized. DPO and SO, Mahila thana addressed the students and faculty on the topic Women And Skill Development - Road To Empowerment. SO, Ms. Poonam Shukla and Ms. Ambika Paswan delivered their speech on the topic Women Empowerment. They addressed issues related to domestic violence, sexual discrimination &amp; harassment at workplace and illegal sex determination. They also made the girl students aware about the laws related to sexual harassment. (B) Orientation programme on Cyber Security conducted by the team of experts designated by the IG Office. Inspectors who guided the students through workshop were - Ms. Amrita Singh, Mr. Jaiprakash Singh, Mr. Pankaj Kumar, Mr. Pradeep Kumar &amp; Ms. Priti Singh. They created awareness on cyber security among students. They said that cyber security is the practice of protecting systems, networks and programs from digital attack and stressed that cyber security is one of the significant challenges in the contemporary world. (C) Workshop on Traffic Problem And Solution was conducted by SP, Traffic and his team. The objective of the workshop was to sensitize students about road safety and generate traffic awareness among the participants. The Special Lecture by Mr. Pawan Pandey, Traffic Inspector, Traffic Police, Prayagraj created awareness on road safety measures. Detailed presentation on road safety was also made by the team which added to the knowledge about Road Safety</p>

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
Nil	Nil

15. Multidisciplinary / interdisciplinary

The institution proposes to transform itself into a holistic multidisciplinary institution by allowing the students to opt for both vocational and conventional courses. In this direction the College is running these vocational courses -

- B.Voc. in Journalism and Mass Communication
- B.Voc. & M.Voc. in Fashion Design & Embroidery
- B.Voc. in Software Technology

1. Parwaaz the online portal for interactive learning environment is allowing students to acquire hands on learning experience and evolve their mindsets towards being tech savvy.

2. To address crosscutting issues like gender bias and discrimination by the Centre for Women's Studies is continuously striving to organize sensational program like symposia, special lectures and workshops.

#### 16.Academic bank of credits (ABC):

The institution shall abide by the rules of our parent university - University of Allahabad.

#### 17.Skill development:

One of the important mission of the College is skill development. NEP 2020 has emphasized skill development through the integration of vocational and academic stream. The College is progressing ahead in the field of vocational courses. During UGC's XII plan, Government of India introduced NSQF from secondary education up to higher and research level and under NSQF, the College succeeded to introduce B.Voc. Degree Program in two trades - Journalism & Mass communication and Fashion Design & Embroidery. In the session 2018-19 a new trade Software Technology has been added. In the year 2020 two more trades were added in B.Voc. - Social Media & Digital Marketing and Office Administration & Secretarial Practices. They have been sanctioned by University Grants Commission (UGC). Six months certificate course in CAD approved by the parent university is successfully running since 2020. In the session 2021, the College was selected for Skill Hub Initiative by National Skill Development Corporation (NSDC) & UGC and two certificate courses were sanctioned under the scheme - Domestic Data Entry Operator & Self Employed Tailor. Under B.Voc Degree Program different MoUs have been signed with agencies like - NASCOM, UPTEC.

With the success of B.Voc. Degree Programme in Fashion Design & Embroidery, the College has set up a Creative Fashion Centre. At this Centre the students stitch and design ethnic and Indo-Western garments thus harnessing and augmenting the skills of students.

The institution is providing value based education to inculcate positivity amongst the students. It also tries to develop humanistic, ethical and non-violence. The citizenship values are also honed in students by organizing following events -

- International Yoga Day - 21st June
- Gandhi Jayanti, Birth Anniversary of Mahatma Gandhi - 2nd October
- National Unity Day, Birth Anniversary of Sardar Vallabh Bhai Patel - 31st October
- National Education Day, Birth Anniversary of Maulana Abul Kalam Azad - 11th November
- The Constitution Day - 26th November
- To provide training in life skills students are encouraged to undertake hands on training in computer literacy, digitization of library record etc.

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

Appropriate integration of Indian knowledge system is incorporated by proving 40% general education component consisting of Communication skill in Hindi and Indian Culture in all trades of B.Voc. Degree Program. Degree courses are taught bilingually in the institution. The Department of Medieval History of the College organizes workshops and seminars and online quiz competition in collaboration with Archives to promote and preserve Indian Culture. One day educational trip to Allahabad Museum on the occasion of "World Heritage Day" was organized on 31st May 2023. This is in line with our goal of enriching our students with hand-on experience on Indian culture and heritage. Students got a chance to gain valuable knowledge about ancient Indian Culture and experience through this visit. Two-days visit to the Shilp Mela at North Central Zone Cultural Centre (NCZCC), Prayagraj on the topic, *Witness the Unity in Diversity: The Main Feature of Indian Culture*.

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

In all trades of B.Voc. different Qualification Packs (QPs) of Sector Skill Council are being taught. They provide outcome based education. continuous assessments are

held to capture the outcome based education.

## 20.Distance education/online education:

Institution follows the guidelines given by the Parent University - University of Allahabad. As the University of Allahabad has developed some new integrated courses for NEP 2020, the College shall adopt some courses from there. Faculty Members of the college uses digital platform PARWAAZ for online teaching learning.

## Extended Profile

### 1.Programme

1.1	27
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	783
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	00
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	364
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	31
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	22
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 4.Institution

4.1	24
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Total number of Classrooms and Seminar halls	
4.2	236999
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	75
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Hamidia Girls' Degree College is a constituent PG College of University of Allahabad and as such it follows the curriculum set by the parent University. Nonetheless it has also tried to structure the syllabus of vocational subjects (OFF & CAS) and professional course (B.Voc. & M.Voc.) with the help of University experts. Effective curriculum delivery is ensured according to a set teaching plan based on Academic Calendar of each year. Departments following the annual system have divided the syllabus into modules and time frame has been set for the transaction of the modules. Courses following the CBCS system like B.Voc., M.Voc. & M.A. follow the schedule set by University of Allahabad. The College Library is digitized and thus provides a sound base to the students to enhance their knowledge. The CAD Lab offers special training to students enrolled in B.Voc. Fashion Design & Embroidery. The Pattern Making Lab, CAD Lab, Garment construction workshop, Draping Lab, Illustration Lab offers facility to students enrolled in B.Voc. and M.Voc. Fashion Design & Embroidery. Computer Lab offers assistance and training to the enrolled students. The different departments of the College organize extension lectures of experts to enhance the knowledge and upgrade skills. Webinars and workshops are also organized throughout the session.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://hgdc.ac.in/wp-content/uploads/2023/01/HGDC-Time-Table2022-23.pdf">https://hgdc.ac.in/wp-content/uploads/2023/01/HGDC-Time-Table2022-23.pdf</a>

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

Being a Constituent College of the University of Allahabad, the College has design its own Academic Calendar giving full attention to the Calendar circulated by the Parent University.

- Courses running on CBCS pattern viz. B.Voc., M.Voc. & M.A. follow the teaching and examination schedule set by the University of Allahabad and sector skill council.
- Courses on Annual Evaluation system viz. - B.A. & B.Com. conduct Half yearly exams at the College level.
- As projects, field work, industrial visits is a part of the syllabus, students are assigned project from time to time and timeline is set.

##### Broadening of Horizon: Learning through Extra Curricular Activities

- The College observes different days dedicated to the personalities as per the Academic Calendar - 2nd October dedicated to Mahatma Gandhi, National Education Day dedicated to Maulana Abul Kalam Azad, National Unity Day dedicated to Sardar Vallabh Bhai Patel, Iqbal Day, Sir Sayyad Day, Ambedkar Day. Students participate in special lectures, quiz and debates.
- The Department of Urdu formed a literary association of the students Bazm-e-Adab which holds one week literary festival Nawa-e-Urdu since 2018 following the



Academic Calender. During the week various programs like essay writing competition, self composed poetry competition, baitbazi and special lectures of experts on topics as part of curriculum are organized.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/Academic-calendar-2022-23.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/Academic-calendar-2022-23.pdf</a>

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

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

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

85

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment**

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

Academically certain full length papers and certain topics across department attend to Gender Issues, Human Values, Environment and sustainability in the curriculum.

- The Department of English has been conducting classes in Gender & Literature (Paper III – Elective, M.A. Sem. III & IV).
- The Department of Sociology also conducts classes in Indian Society, Communities and Changes (Paper IV, Sem. I) & Sociology of Exclusion and Inclusive Policies in India, Gender & Exclusion (Paper III, Elective 609, Sem.III).
- The Department of Urdu conduct classes on Gender Issues (B.A. I, Paper II - Jadeed Urdu Nazm).
- The Department of History conduct classes on Human Values (B.A. PaperII).
- The Department of Geography conducts teaching to UG students on Environmental Problems and Remedial Measures (B.A. II, Paper II, Unit IV).
- In B.Voc., Sem. I & II classes students are taught Environmental Studies (Paper I & II in Sem. I & II).

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

7

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

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

62

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/Feedback.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/Feedback.pdf</a>

Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows** A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/Feedback.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/Feedback.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

783

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

#### 2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The learning levels of the students are assessed by the teachers in the classroom through question- answer sessions, discussions and assignments. The Departments also organize E Quiz through the conventional and virtual methodology slow and advanced learners were identified. To help the slow learners and facilitate their access to technology following steps were taken -

- Remedial classes were conducted for the slow and technologically challenged students. These students were helped with books and simplified reading learning material.
- E links were also provided to the students.
- Assignments were given to the students which they submitted offline / online depending on their accessibility to Internet and technological aids.
- Peer learning was encouraged through discussion via e-classes.

##### Advanced Learners

- Different departments of the College organize webinars and extension lectures on topics related to curriculum. This facilitates in developing a good understanding of the subject.
- Advanced learners were encouraged to enhance their learning through books available in the College library. They were also provided accessibility to Internet and other

e-resources.

- Advanced learners were encouraged to participate in creative-writing exercises, group discussions and individual presentations.
- Advanced learners are regularly assigned field work and projects.
- To recognize the caliber of advanced learners, medals and awards are offered to the students.

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

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

Number of Students	Number of Teachers
783	31

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

#### Experiential Learning

- To enhance the knowledge base of students and also add to their learning experience the students of M.A. Dept. of English write projects on different literary topics to fulfil the requirements of paper III in Sem. III & Sem. IV.
- Students of Vocational subjects at UG level Computer Application in Social Sciences wrote projects on, Digital Marketing & College Website to fulfil the requirements of paper III (practical) CASS.
- Students of B.Voc. participated in Azadi Ka Amrit Mahotsav and Fashion Design students stitched tricolour flags.
- National Level Poster competition on 9 August, 2022

#### Participative Learning

- Students are encouraged to actively participate in Creative Writing for College Magazine, KAVISH.
- Career and Counseling Cell holds lectures of experts to involve them in participatory learning also orient them towards job opportunities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Teachers of B.Voc. Software Technology take regular classes through smart class. For taking B.Voc. classes there are 12 computer systems 10HP with skill software. LAN connectivity is also available to the systems.

- Teachers of B.Com. prepare PPT through smart class.
- To facilitate B.Com. Department towards cleaning there is 1 Computer system & OHP.
- In addition there is 1 PC in each classroom with wi-fi connectivity. Teachers use it to conduct classes and also to facilitate students to compose their projects and e-notes.

- **Classes of Fashion Design and Embroidery are held through ICT enabled smart classroom.**
- **Classes of CAD are also held through ICT.**

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

31

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

### 2.4 - Teacher Profile and Quality

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

19

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

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

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

16

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

432

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being a constituent College of University of Allahabad, the College follows the guidelines set by the University regarding evaluation process.

- Since B.A. & B.Com. courses are on Annual system, examination are held at the end of the academic year, but the College conducts its own mid-term tests to assess the preparedness of the students for the final exams.
- B.Voc., M.Voc. & M.A. courses are on CBCS pattern. Hence exams are held as per guidelines issued by University of Allahabad and Sector Skill Councils of respective courses. B.Voc. syllabus follows 60%, 40% division - 60% of Syllabus as based on skill and 40% is based on General Education. Internal assessment of 40% General Education content is held through tests - T1, Mid Sem. and T2. To assess. The 60% skill content- regular practical session and skill evaluation tests are conducted both through offline / online and also blended mode.
- Assignments are also given to the students who have to appear for Second Exam in Annual System. Students are helped through remedial classes to improve their marks. Sometimes one-to-one sessions are also arranged between teachers and students. Teachers help them with books and learning material.
- Students enrolled in professional courses regularly undertake continuous practical assessments tests for skill enhancement.

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

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

- The examination committee of the College is active and maintains on impartial and fair approaches to settle the grievances of the students related to internal / external exam.
- Examination Centre Superintendent, Members of Examination Committee and subject teachers are engaged to solve the grievances of the examinees. Members of ICT cell are also available to redress the Problems of students in time.

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

## 2.6 - Student Performance and Learning Outcomes

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

Program outcomes and course outcomes are in accordance with the vision, mission, objective of the College and the same is displayed on the website. The learning out come is aligned with the needs of present day needs of the students procure jobs for themselves.

- Programme outcomes and course outcome are analysed after declaration of results. Students who have to appear for SE/back paper are offered help through remedial classes.
- Students are made aware of the course specific outcome through induction /oreintation programme. Teachers are also oreinted about the outcome process who in the their communicated the students.
- The learning outcomes are brought to the notice of students and stake holders through admission brochure, Principal's address to students. Dissemination of learning outcomes also takes place through notices displayed on College noticeboards.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://hgdc.ac.in/COURSES/">https://hgdc.ac.in/COURSES/</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The programme outcomes and course outcomes are assessed and analyzed through the end term exam, sessional and internal assessments. The University conducts Annual Exams for courses like B.A. & B.Com. For certain courses - B.Voc. , M.Voc. & M.A. which follow CBCS pattern, End Semester Internal Exam are regularly conducted. Through these patterns of exam, the attainment and learning outcome of the students are measured.

- Internships - Students enrolled in professional courses - B.Voc. (FDE, JMC & ST) undertake internships at various organization for develop input of skills and enhancement of knowledge base.
- Placements - Students of professional courses have been successfully placed at different organizations. Further, the career counseling Cell of the College organize job-related dissemination program through which students upgradetheir skills,learnresume structuring process and also appearfor interviews at different organizations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://hgdc.ac.in/medals/">https://hgdc.ac.in/medals/</a>

## 2.6.3 - Pass percentage of Students during the year

### 2.6.3.1 - Total number of final year students who passed the university examination during the year

294

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/hgdc-annual-report-2022-23.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/hgdc-annual-report-2022-23.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://hgdc.ac.in/wp-content/uploads/2023/12/Feedback.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

File Description	Documents
------------------	-----------

Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

04

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

Transliteration of cassical texts -the Departments of Urdu & Medieval History are engaged in transliterating classical text of Urdu Literature on Indian Freddom Movement from Urdu to Hindi and Hindi to Urdu. The details are as follows.

##### STEPS TOWARDS TRANSLITERATION

Initiatives taken to transliterate the Urdu poems based on Indian Freedom Struggle

- Tahreek-e-Azadi ki Urdu Nazmein - Under the supervision of Prof. Yusuf Nafees, Principal of the College, 75 poems on Indian Freedom Movement were transliterated from Urdu to Hindi by Ms. Rozina Ansari, College alumna.
- Tahreek-e-Azadi Urdu Shairi ke Aine Mein - Transliteration of poetry collection from Urdu to Hindi by Prof. Naseha Usmani, Asso. Prof., & Dr. Zareena Begum, Asst. Prof. Dept. of Urdu, HGDC.
- Nuqoosh-e-Gandhi - Transliteration of the poetry collection based on Bapu. The poem was transliterated from Urdu to Hindi by the students of the College and College Alumni.

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

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

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



00	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded
<b>3.3 - Research Publications and Awards</b>	
<b>3.3.1 - Number of Ph.Ds registered per eligible teacher during the year</b>	
<b>3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year</b>	
02	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year</b>	
<b>3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
13	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year</b>	
08	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.4 - Extension Activities</b>	
<b>3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year</b>	
<p>The National Service Scheme (NSS) wing of the Colege regularly organized extension activities in the slum area adopted. The NSS volunteers of the al 3 units during their Special Camp from 14.03.2023 to 20.3.2023 distributed food packets, clothing items to the slum dwellers. They have also conducted teaching programmes on Akshar Gyan among the children aged 9-15 years. Plants and saplings were planted and the residents were made aware of environmental pollution viz water pollution and steps to save and manage water resources. Health awareness in connection with Dengue were also provided to the residents of the slum. They also made the dwellers aware of the various government schemes under Atma Nirbhar Bharat and gave special information about schemes like Sabhi Sukanya Samridhi Yojna, sewing Machines Yojna.</p> <p>In the General Camp of NSS from 11.8.2022 to 17.8.2022, NSS made the slum dwellers aware of the Har Ghar Tiranga Action Plan of the Government. They also made the small</p>	

children aware of the Indian National Freedom struggle and made them sing patriotic song. Tricolour were also distributed.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/nss-activities/">https://hgdc.ac.in/nss-activities/</a>
Upload any additional information	No File Uploaded

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

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

03

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

60

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

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2640

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
------------------	-----------

e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College has 24 classrooms spread over three floors. The Classrooms are equipped with a PC so that ICT enabled teaching be conducted. There are 2 Computer Labs, One Conference Room equipped with Public Address System, Desktop, Laptop, Printer and Smart Screen. The Geography Lab is equipped with adequate infrastructure. The Painting Lab is well equipped to conduct practical the UG classes. The Fashion Designing Department has 4 rooms with good seating infrastructure. CAD Lab is equipped with the latest CAD Software. Creative Fashion Centre is the place where students carry on earn while learn. The College Library has a good collection of printed books, scanned books, reference books, remedial books, gifted books, rare books and journals. There is a Media Lab for the students of JMC. There is a Lecture Hall cum Auditorium at the second floor, this Hall is also used as a classrooms for subjects which have a heavy no. of enrollment. The Hall is equipped with 2 stationary mikes and 2 cordless collar mikes. The administrative unit has a main office equipped with 3 PCs and 3 Printers. B.Voc. Office is equipped with 2 PCs and 2 Printers and photocopies. The Canteen on the first floor offers fresh snack services to students and faculty.

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

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

The College has an auditorium to hold Cultural activities. It is equipped with stage lights, mikes. Projector and 1 PC. A small field is used for sports activities and events like - races, Kho-kho, kabaddi, hand ball & Badminton etc. Fitness Centre - A Fitness Centre equipped with 5 exercisers - Air Bike, Electrical CrossTrainer, Twister (double), Manual Treadmill is functional through these machines students practice fitness sessions. Further Yoga classes are also held for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://hgdc.ac.in/sports-fitness-week/">https://hgdc.ac.in/sports-fitness-week/</a>

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

24	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>
<b>4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)</b>	
<b>4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)</b>	
236999	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>
<b>4.2 - Library as a Learning Resource</b>	
<b>4.2.1 - Library is automated using Integrated Library Management System (ILMS)</b>	
<p>The Library of Hamidia Girls' Degree College is automated using Software for University Libraries (SOUL). The software is an integrated library management software designed and developed by the INFLIBNET Centre. The college purchased SOUL version 2.0 in the year 2019 to enhance the efficiency of its library services to the users. All the documents received by the library are catalogued in SOUL using the catalogue module of the software. Moreover, the library create/edit/delete/search user records, renew membership and also establish relationship between the user and resources by creating transaction records through circulation module of the software. Through SOUL 2.0, the Library provides WebOPAC (Web Online Public Access Catalogue) facility to its library users. The users can easily retrieve information and status about the documents owned by the library. The WebOPAC can be accessed by the users through systems and mobile phones connected through LAN/Wifi with same IP address within the college campus. Apart from this a separate touch screen system in the library specifically caters to provide WebOPAC facility to the library users. Link for SOUL 2.0 Information: <a href="https://hgdc.ac.in/library-automation-software-soul-2-0/">https://hgdc.ac.in/library-automation-software-soul-2-0/</a> Link for WebOPAC (Accessible within campus): <a href="https://192.168.2.212/webopac/">https://192.168.2.212/webopac/</a></p>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://192.168.2.212/webopac/">https://192.168.2.212/webopac/</a>
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
116370	

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

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

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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Yes, updation of wi-fi took place. Plan : FIBRE\_SILVER\_ANNUAL/Upto 300 Mbps till 4500 GB, Upto 25 Mbps beyond / UnlimitedCalls (LCD+STD) Phone No. : pr 5322978600\_nid

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://hgdc.ac.in/library/">https://hgdc.ac.in/library/</a>

##### 4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	No File Uploaded

##### 4.3.3 - Bandwidth of internet connection in the Institution

A.  $\geq$  50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

2913172

File Description	Documents
Upload any additional information	No File Uploaded

Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Established systems and procedures are followed by the College for maintaining and utilizing, physical and support facilities, labs, library, computers and classrooms. There are different committees which maintain, the physical and IT facilities - Purchase Committee, Write-Off Committee, and Committee for physical verification of fixed assets. The Committee helps in the purchase and maintenance of infrastructure. Established systems and procedures are used for the smooth functioning of the library. Integrated library management software- 'SOUL 2.0' is used in the library to automate and enhance the efficiency of its services- circulation, cataloguing, OPAC etc. For the updation of Computer Lab and students of Software Technology two laptops and software have also been purchased. To facilitate B. Voc. students, three Handicam one Bluetooth, Software for video editing along with two laptops were purchased. To provide latest skills to students in Fashion Lab Swantex Plotter, Gemeni Software for CAD have been purchased. Two water purifying coolers and a silent generator have been installed. Industry Interaction / collaboration - The College for Fashion Design has signed an MoU with ALT. Apparel Leather Techniques, Bangalore.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

154

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

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

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

52

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

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

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/Kavish_2022-23_online.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/Kavish_2022-23_online.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

30

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

30

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

5

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

77

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

- Students are members of the student editorial board.
- Rotract Club of SHAFaq, the Rotary Royals Club of Allahabad established a rotractclub of SHAFaq in which students are members. They have actively contributed in the different activities organized by Rotary Royals, Allahabad.
- Media Coverage – students of JMC are encouraged to report the activities held inthe College. They make vedio clippings and compose reports with photographs.
- NSS Advisory Board – students are represented in the NSS Advisory Board. They help programme officers in organizing of the different activities.



- Bazm-e-Adab, Dept. of Urdu has established this committee for students they organize literary events quiz, competition and calligraphy exhibition.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/bazm-e-adab/">https://hgdc.ac.in/bazm-e-adab/</a>
Upload any additional information	<a href="#">View File</a>

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

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

14

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

### 5.4 - Alumni Engagement

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

Alumni Association was formed on 26th February 2014 but on 14-06-2021, it was registered as "Gulistan-e- Hamidia" with the Registration No. ALL/01284/2021-22 underact 1860. The name of any institution depends on the achievement and development of students. Thus it is essential to interact with Alumni so that they contribute to the college financially and through their support service. The purpose of Alumni Association is to instill in the students a sense of respect & dedication toward the organization, to reminisce the old times and to strengthen the new batch of students. During the Alumni Meets hearing the success stories of the old students not only does the college feel proud of their successful career but at the same time it also motivates /inspires the present students. A large number of alumni of the college contribute dedicatedly to the each of the activities of the college including academic, social services, computer related work publication of magazines and journal. The following College teaching faculty were officially selected as members of "Gulistan-e-Hamidia" President Dr. Sifat Zahra

Vice President Ms. Saba Parveen

Secretary Ms. Kaneez Fatma

Deputy Secretary Ms. Tazeen Fatima 9005389091 Treasure Mrs. Sharmeen Fatima 9307949649

Other Members Mrs. Ofiya 9795384913

Miss. Baby Ashba 9559096525

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/alumni/">https://hgdc.ac.in/alumni/</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

File Description	Documents
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Upload any additional information	<a href="#">View File</a>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>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 main stream of national development. Mission</p> <ul style="list-style-type: none"> <li>• Empowerment and emancipation of the girl students.</li> <li>• Delivering quality education to the underserved segments of the society. Extending equal opportunities and access to higher education.</li> <li>• Preparing graduates post graduates for multi-linguistic and multi-cultural workplace setting. Holistic development through curricula and extra curricula activities.</li> <li>• Infusing spirit of secular values and nationalism.</li> </ul> <p>Skill Hub has also been granted to the College The Managing Committee alongwith the Principal work for the institutional policy ofempowering women. In this connection the College took initiative to start PG classes.In 2016 the UoA sanctioned M.A in Urdu, History, English, Sociology, Education.Classes began in 2016 in first 4 subjects classes, in Education started in 2018 and inArabic classes started in 2020-21. Perspective Plans - The Managing Committee, Principal &amp; Staff in unison have worked onthe perspective plan to add Research Degree Programme (Ph.D.). Research in Urdu wassanctioned to the College by UoA in 2019. Presently UoA has approved Ph.D. in Englishand History also. Enrolment in Ph.D. (URDU) has been started from this session.</p>	
File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/vision-mission/">https://hgdc.ac.in/vision-mission/</a>
Upload any additional information	No File Uploaded

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

The practice of decentralization is executed in letter and spirit. The Principal aftercounseling senior faculty forms various Committees which work to facilitate institutional practice such as dencentralization and participative management. 1. The discipline Committee encourages the students to maintain a healthy balance between modernity and age - old value system so that they may outshine as well-groomed individuals. 2. The finance and purchase committee of the College under the leadership of the Principal conducts purchases and adds to the College infrastructure in a fair andtransparent manner. 3.Bazm-e-Adab , the Dept. of Urdu, the students' literary association help in the organization of Nawa-e-Urdu, One Week Literary Festival. 4.The recently instituted Rotaract Club of Shafaq working under stewardship of the Faculty Advisor observes democratic style of functioning. The Club President and Secretary along with other Rotractors help in the organization of activities and events. 5.The Convener of the Departments see to the efficacious funding of the department and also mobilize the talents of the students so that they turn out as well groomed individuals.

File Description	Documents
Paste link for additional information	<a href="https://www.hgdc.ac.in/governance/committees/">https://www.hgdc.ac.in/governance/committees/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The institutional perspective plan bears in mind the vision, mission and the motto of the College. The College aims at improving the academic standards in all earnestness.
- The digital platform, PARWAZ facilitate holding of classes, transfer of e-resources and quality reading material to the students.
- The parent University (UoA) sanctioned to the College PG course in 6 subjects - Urdu, History, English, Sociology, Education & Arabic. Classes of first 4 subjects started from 2016-17, of Education started in 2018 and of Arabic classes initiated in 2021.
- The College has also been sanctioned Research Degree Programme Ph.D. in English and History in 2022 after the panel inspection conducted by UoA. Ph.D. admission is started in English & Urdu in its process.
- The Dept. of Urdu has been publishing Annual International Urdu Journal Naqsh-e-Nau since 2008. So far 14 editions have been published. Now in 2020 the Journal has been included in UGC Care List.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://hgdc.ac.in/naqsh-e-nau/">https://hgdc.ac.in/naqsh-e-nau/</a>
Upload any additional information	No File Uploaded

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

The functioning of the College is on the stipulated pattern. It functions under the aegis of The Association for the Education of Muslim Women at Allahabad. Different Committees are constituted. Members attend to their respective areas and see to the proper functioning of the College.

In connection with appointment and service rules, proceedings, the College follows the rules laid down by the UGC and Ordinances of the University of Allahabad.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/">https://hgdc.ac.in/</a>
Link to Organogram of the institution webpage	<a href="https://hgdc.ac.in/wp-content/uploads/2022/08/HGDC-Organogram.pdf">https://hgdc.ac.in/wp-content/uploads/2022/08/HGDC-Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

- Faculty appointed prior to 2004 is eligible for pension benefits on retirement. Faculty appointments after 2004 are covered under New Pension Scheme. Gratitude, GPF and leave encashment are availed by retiring faculty as per University rules.
- Medical reimbursement through which the staff can avail medical benefits and direct hospital payment facility and all other provisions approved by University of Allahabad / UGC.

- Tuition fee is reimbursed upto 27000 rupees per child per year for first two children.
- Leaves to teaching and non-teaching staff are given as per the guidelines of the University of Allahabad and UGC.
- PF Loans are sanctioned as per GOI rules. LTC/hometown is available as per GOI rules.
- Under the scheme of MACP non-teaching staff is benefitted. (10 members benefitted)
- Under the Regulations of Recruitment and Promotion of Non-teaching employees of constituent Colleges of University of Allahabad, 2018, non-teaching staff is benefitted.

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

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

00

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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	No File Uploaded

Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

To cater the need of Self Appraisal, the Faculty annually submits the data in accordance to the format structured by UoA. The format is available on the College website. It provides an insight to the teachers about their career progression as it shows cases their enrolment in various academic and co-curricular activities. The IQAC collates the data provided by the faculty and it is submitted as part of Annual Report to the University. The appraisal is used for CAS - Career Advancement Scheme. Non-teaching Appraisal - Appraisal of non- teaching staff is also conducted. Information obtained through a format structured by University of Allahabad.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/members/">https://hgdc.ac.in/members/</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

The College has hired well qualified Chartered Accountants for conducting internal audits. Siddiqui & Co. The auditors check income/expenditure statements and submit the audit reports. External audit or Government audit is done by the team sent by the Account Officer of the University of Allahabad every year. The audit objections cited by the auditors are corrected and adequate precautionary steps are taken so that they may not be repeated. Mr. Vibhuti Narain, Income Tax consultant has been hired by the College to give opinion on Taxation and legal issues and files IT return every year.

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

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

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

37660

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

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

Main sources of institutional funding are - UGC grants -Funds provided by the Association for the Education of Muslim Women at Allahabad Fee from students enrolled in self financing courses - B.Com., B.Voc., M.Voc. & M.A. The UGCs funds are deposited

in a separate bank account. This fund is utilized as per the guidelines received from UGC. Grants received for B.Voc. courses, setting up of new plans. Fee received from students of self-financed courses is utilized for the payment of remuneration of engaged Guest Faculty/ Visiting Faculty. Physical and academic facilities are augmented for students. Mobilization of Resources - The funds received by the College are mobilized for its regular activities and development following GFR rules. Fund is optimally utilized by the College. The College is governed by the Managing Committee. The different committees, Principal & Finance and Purchase Committee, Planning Development Committee and Library Committee see to the preparation, division, allocation utilization of funds.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/college-committees/">https://hgdc.ac.in/college-committees/</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The IQAC of the College is geared to improve the curricular and extra-curricular ambience of the College on a qualitative manner. To fulfil this objective IQAC has focused on : To strengthen the educational platform in conventional subjects -

- To further the course of academic growth in conventional subjects the IQAC geared itself along with the faculty members to add PG courses in certain subjects and PG classes are successfully running in 6 subjects - Arabic, Education, English, History, Sociology & Urdu.
- IQAC and Faculty have taken initiatives to start Research Degree Programme Ph.D. in Urdu, English, History and Sociology. The programme has been approved by University of Allahabad and admissions to Ph.D. course in Urdu and English is in process. .

To galvanize academic and extracurricular activities - .

- Webinars & Training Programme for teachers and students are organized. Teachers took regular classes through online mode.
- Digital Portal Parwaz is also active.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/lms/">https://hgdc.ac.in/lms/</a>
Upload any additional information	No File Uploaded

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

1. In the session 2022-23 the result of OFF & CASS was 100%. 1 student of OFF placed in U.P. State, High Court of Judicature at Allahabad, Prayagraj.
2. The need was felt to revise syllabus of CASS and the Principal along with IQAC saw to the restructuring of the Syllabus of CASS. The faculty of CASS under the supervision of Prof. Ashish Khare, Coordinator, Centre for Computer Education, University of Allahabad revised the syllabus.
3. The IQAC paid full attention to the PM'S Skill Development Initiative and in this direction B.Voc. in Journalism & Mass Communication, Fashion Design & Embroidery and Software Technology have taken rapid strides. Pass out students of FDE have started Online Store & Boutique of their own. B.Voc. JMC students have been placed in Jantantra TV and ETV Urdu. B.Voc. ST students are regularly trained in advanced computation skills.
4. These strides in vocational education has kept the College well placed to adopt skill based education of NEP 2020. The Nodal Officer & Coordinator have reserved

syllabus of M.Voc. FDE. in consultation with Institute of Professional Studies (IPS), University of Allahabad.

5. IQAC has been on its toes to introduce Research Degree Programme (Ph.D.) at the College level. Research scholars which have also qualified CRET in Urdu & English are in the process of registering.

File Description	Documents
Paste link for additional information	<a href="https://hgdc.ac.in/annual-quality-assurance-report/">https://hgdc.ac.in/annual-quality-assurance-report/</a>
Upload any additional information	<a href="#">View File</a>

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/hgdc-annual-report-2022-23.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/hgdc-annual-report-2022-23.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The College was sanctioned Centre for Women's Studies by UGC in 2009. It has adopted two key areas of action, viz - Providing Legal Literacy to the students and Improving Women's Health. It regularly held seminars /workshops and sensitization programs to meet both the above-stated goals. In tis direction following programmes were held -

- Centre for Women's Studies of Hamidia Girls' Degree College organized a Special Lecture on Women Empowerment on the eve of 8th March, 2022. The lecture was delivered by the Chief Guest, Professor Gunjan Sushil, Department of English & MEL, University of Allahabad, Prayagraj.
- Department of Ancient History invited all the student to be a part of International Women's Day celebration on 8th March 2022 which comprises of Mehndi Competition, Poster Making Competition and Alpna Competition based on the theme "Gender Equality and Women's Empowerment".
- Department of Sociology organized Special Lecture on Gender and Development on 4 April 2022. Chief Speaker was Dr. Muneer Illath, Asst. Prof., Dept. of Sociology, University of Allahabad, Prayagraj.
- Department of Sociology organized Special Lecture on Children's Work and Child Labour During Pandemic Time on 12.04.2022. Prof. Vinod Chandra, Associate Professor, Dept. of Sociology, JNPG College, Lucknow was the Chief Speaker.

File Description	Documents
Annual gender sensitization action plan	<a href="https://hgdc.ac.in/wp-content/uploads/2023/12/Kavish_2022-23_online.pdf">https://hgdc.ac.in/wp-content/uploads/2023/12/Kavish_2022-23_online.pdf</a>

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil
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<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures</b> Solar energy      Biogas plant Wheeling to the Grid    Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

- Department of Fashion Design & Embroidery has designed methods for the management of waste generated in the department.
- Department reuses everything to its maximum after proper segregation and cleaning and keeping fabric which can be reused.
- The waste generated is classified into the following types
  - Paper waste
  - Fabric waste
  - Trims waste
- Department motivates students to prepare useful productive work. It aims at harmonious development of the students through the product of waste.

Web Link for the Waste Management <https://hgdc.ac.in/waste-management/>

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

<b>7.1.4 - Water conservation facilities available in the Institution:</b> Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	B. Any 3 of the above
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File Description	Documents
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Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

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

D. Any 1 of the above

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The mission of the College as presented in the Memorandum for the Association of the Education of Muslim Women at Allahabad states, "The Objectives of the Association is to Impart Education, Including Higher Education to Women, Particularly Muslim Women".The College authorities have followed this in letter and spirit. Students from all religious backgrounds and ethnic groups are admitted and provided equality of status. 96% students belonging to the socio-economically challenged groups OBC (both Hindu and Muslims) The environment in the College is of tolerance.

The College has adopted the approach to transliterate books in Urdu Language to Hindi.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The College follows the highest values of patriotism, secularism and honesty. The students are groomed to pay the highest regard to Constitutional Values. Bearing this in mind, the College observes Constitution Day - 26th November every year with gusto students are made aware of the rights and duties of the citizens.

To promote ideas of good citizenry among the students, Azadi Ka Amrit Mahotsav & Har Ghar Tiranga Programme of the Government of India was implemented in letter and spirit.

Matdata Jagrukta Programme through NSS (SWEEP) was also organized on 25 January, 2023. Constitution Day 2022 was celebrated with enthusiasm by all the three units 041, 042, 043 of National Service Scheme at Hamidia Girls Degree College on 26.11.2022.

Faculty members, staff members and parents of the college were also present in the programme. Principal, Prof. Yusuf Nafees read out the Preamble of the Constitution to all the volunteers on this occasion, in both offline and online mode, and also said that on this day in 1949, we had prepared the Constitution. Which is a guide of our country. Discussed in detail the importance of preserving the values and ideals of the Indian Constitution and the sovereignty, socialism, secularism, democratic, republic, justice, liberty, fraternity and equality enshrined under constitution.

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

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

D. Any 1 of the above

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

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

The Institution celebrates National/International Commemorative days, events and festivals to maintain International, National, Cultural and social ethos. Various International, National days and festivals are observed in the college with enthusiasm and great fervour. In order to make the students well aware about the important historical personalities and the values followed by them. These personalities contributed in the field such as freedom struggle, development of democratic society etc. Through these observance values like social integrity, secularism, justice, fraternity, National Integration, humanistic, citizenship, constitutional values are instilled among the students.

Every year International Yoga Day, Independence Day, Teachers' Day, Hindi Diwas, Gandhi Jayanti, World Food Day, World Women Writers Day, National Unity Day, International Urdu Day, National Education Day, Akbar Allahabadi Memorial Lecture, Journalism Day, Constitution Day, World Disability Day, World Arabic Language Day, National Youth Day, Subhash Chandra Bose Jayanti, National Voter Day, Republic Day, International Mother Language Day, International Women's Day are celebrated in a spirited manner every year. Azadi ka Amrit Mahotsav-Azadi related programme were organized in the College. In continuation of Azadi Ka Amrit Mahotsav different programmes were organized such as

quiz competition, transliteration, Har Ghar Tiranga. Youth Festival is organized in the college by the Dept. of Painting. On this occasion Exhibition was also organized on various relevant issues.

<https://hgdc.ac.in/wp-content/uploads/2023/12/hgdc-annual-report-2022-23.pdf>

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

Best Practice-I Transforming Lives and Improving standards a) Creative Fashion Centre

1. Through this Centre the College has been able to indentify mentees of excellent craftsmanship in embroidery and fashion designing.
2. Mentees have organized two successful exhibition Festival - The College organized Education Fest on 26 February, 2023. Creative Fashion Centre put up on grand stall where deighner dresses- Indian as well as Indo-Western were put on display & sale. Items were sold.
3. As an out reach activity mentees of Creative Fashion Centre Araish a well established Boutique of Prayagraj. In putting up their exhibition on 29 - 30 October, 2022.

Best Practice-II Revival of the Fading Art & Craft a) Urdu Calligraphy - Under this scheme the College runs Urdu Calligraphy Centre sponsored by UP Urdu Akademi. The instructor takes practical classes and helps the students to prepare the specimens of calligraphy on chart paper with water colours etc. The specimens are put on exhibition, display and sale.

objectives -

1. Revival of the precious but fading art of Urdu Calligraphy
2. To give financial boost to the student artisans and their handicraft.
3. To add to the culture element in teaching.
4. The apprentice thus trained have put up their craft on exhibition and sale (their efforts are well-cura). The sale has added to their income.
5. Enabling students/ apprentice to learn and earn.

File Description	Documents
Best practices in the Institutional website	<a href="https://hgdc.ac.in/best%20practices/">https://hgdc.ac.in/best%20practices/</a>
Any other relevant information	Nil

## 7.3 - Institutional Distinctiveness

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

The thrust of the College authorities is to expand the frontiers of vocational education and training through different vocational subjects and full-fledge courses. in this direction following steps have beenn taken with great careness.

The vision of the College as stated in the memorandum of the Association for the Education of Muslim Girls at Allahabad focuses on imparting vocational education to specially those students who are unable to access higher education. As the College has been striving hard for the skill development of girl students who belong to the densely populated, under privileged minority concentrated area and to encourage them to be self reliant, it has not only stressed on adding courses on conventional subjects, but also moved towards the vocational job oriented stream to fulfil the long felt desire of the College founder for Skill Development of women. In this connection

under UGC IX FYP two vocational subjects - Office Management and Secretarial Practices Computer Application in Social Science sanctioned since 1998 and 2002 respectively are functional.

- Value Hub in collaboration with UPTEC is functional in the College and conducts two Certificate Courses - CCC & Tally ERP9.
- In XII FYP B.Voc. in three trades - JMC, FD ST was sanctioned and M.Voc. in FD is also functional.
- Skill hub under NSDC is functional in two Diploma courses - Self Employed Tailor & Domestic Data Entry Operator.
- CAD & Creative Fashion Centre are functional.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. The College authorities plan to construct class rooms on the third floor.
2. Department of Sociology envisions to go ahead with Each One Teach One scheme.
3. The College envisions to start translation Cell where classic text shall be translated from Urdu, Persian & Arabic to Hindi and vice versa. Similarly text in English shall also be translated to Hindi.
4. The Centre for Women's Studies of the College plans to start Kanooni Sahayta Kendra for girl students and female members of the Community suffering from hardships caused by divorce.