YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   GOVERNMENT HAMIDIA ARTS AND COMMERCE COLLEGE

- Name of the Head of the institution   DR. PUSHPLATA CHOUKSEY

- Designation   PRINCIPAL (IN-CHARGE)

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   07552660081

- Mobile no   9425113223

- Registered e-mail   heghaaccbho@mp.gov.in

- Alternate e-mail   naachamidia@gmail.com

- Address   Govt. Hamidia Arts and Commerce College, Hathikhana, Budhwara, Bhopal

- City/Town   BHOPAL

- State/UT   MADHYA PRADESH

- Pin Code   462001

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Men

- Location   Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University **Barkatullah University, Bhopal, Madhya Pradesh**

- Name of the IQAC Coordinator   **DR. VINITA SINGH CHAWDHRY**

- Phone No.   **07552660447**

- Alternate phone No.   **07552660447**

- Mobile   **09425012776**

- IQAC e-mail address   **naachamidia@gmail.com**

- Alternate Email address   **vinita.chawdhry@gmail.com**

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

https://govhamidiacollege.com/wp-content/uploads/2023/04/AQAR-2021-22.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://govhamidiacollege.com/wp-content/uploads/2024/03/Academic-Calendar-2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**75.25**	**2004**	**03/05/2004**	**31/12/2011**
Cycle 2	**B**	**2.90**	**2014**	**10/12/2014**	**09/12/2019**
Cycle 3	**B+**	**2.73**	**2022**	**18/01/2022**	**17/01/2027**

6.Date of Establishment of IQAC   **08/09/2011**

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
Institutional	**World Bank**	**MPHEQUIP**	**2023 and One Month**	**616076**

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   `12`

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

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

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`IQAC promoted environmental responsibility and humanistic values through various initiatives.`

`Faculty Development Programs were offered in collaboration with RCVP, Noronha Academy of Administration, Bhopal, focusing on skill enhancement in Tally, Coral, and GIS, and promoting digital and blended learning.`

`MOUs were established with AISECT, CPID, and related activities were conducted.`

`Special sessions on diverse topics like Research Development, IPR, Disaster Management, and Career Opportunities were hosted to enhance student skills and knowledge.`

`Placement Drives were organized with prominent companies like HCL, TCS, NIIT, and Fledge Institute, prioritizing student-centric methods for success.`

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
Awareness of NEP 2020	Awareness of the National Education Policy (NEP) 2020 is crucial as it ensures that educators, administrators, policymakers, students, and parents understand the overarching goals, principles, and reforms introduced by the NEP. This awareness helps in implementing the policy effectively, fostering alignment with its objectives, and promoting holistic development in education. Awareness programs were organize on and off the campus.
Implementation of the Review of AQAR	In 2021-2022 AQAR accepted without any suggestions.
Enhancing Teaching and Engagement Strategies	In the previous session, online learning had significantly impacted the teaching-learning process. To address this, special teaching sessions were conducted, question bank was introduced, to rebuild student confidence and writing skills. Additionally, efforts were made to engage students in academic, co-curricular and extracurricular activities to reduce reliance on mobile devices.
Meeting of Mentor Mentee for Guidance and Support	Regular Teacher-Guardian meetings are held, fostering personal and professional growth. Mentors provide goal refinement, skill development, constructive feedback, and identify areas for improvement.
Review of teaching learning process	Feedback mechanism for continuous improvement, feedback

	was collected from students, teachers, research scholars.
Conduct student induction program	Induction program was conducted by all departments introducing students to Institutional ethos, vision and mission, code of conduct, information regarding zero tolerance with reference to ragging, gender issues, discrimination, career counselling sessions. Combined sessions were conducted for New Education Policy.
To plan for co-curricular and extracurricular activities for students and organize sports activities within the college	Inter-College Cricket and Kabaddi Competitions held. Ongoing planning for student activities and sports events. numerous departmental competitions aimed at fostering holistic student development.
To sign MOU with academic institutions for sharing of faculty expertise	Signed MOUs with AISECT, RGTU & CPID, facilitating resource sharing and joint initiatives.
Development of e-content under NEP 2020	Over 20 professors developed e-content aligned with the new syllabus of NEP
Initiative for Institutional Ranking by NIRF	IQAC initiated Institutional Ranking participation with NIRF under College category in 2023.
Faculty Development Program (FDP)	Organized by Department of Commerce in collaboration with RCVP, Noronha Academy of Administration, Bhopal.
Eco-system for Environmental Responsibility	Various initiatives by IQAC: visits, celebrations, and awareness drives for environmental and social responsibility. Sessions on saving energy, solar energy, pollution control, and water conservation.

Promotion of Digital Learning and Blended Learning	IQAC initiated e-content and Digital Skills programs in offline and online modes.
Research Oriented Programmes	Sessions on research, policy development, IPR, and industrial visits organized.
Expert Lectures	Expert lectures on various topics like Retail Management, Digital Marketing, and Research Policy Development.
Training of students	Training sessions and visits to enhance student skills and knowledge. Tally and Coral Training, Incubation Centre Visit . Final year students trained in soft skills and GIS.
Review of Recommendations by NAAC Peer Team	Ongoing process
Feedback Mechanism	Feedback rounds conducted, leading to continuous improvement. Placement drives by HCL, TCS, NIIT, and Fledge Institute organized.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Meeting with the Heads of the Department	09/09/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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

- Name of the statutory body

Name	Date of meeting(s)
Meeting with the Heads of the Department	09/09/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	02/02/2024

15.Multidisciplinary / interdisciplinary

Hamidia College envisions transforming into a holistic multidisciplinary institution that caters to the diverse academic and personal development needs of students. The plan entails integrating various disciplines, promoting interdisciplinary collaboration, and fostering a culture of innovation and creativity. Emphasis is placed on offering a comprehensive education that goes beyond traditional boundaries, nurturing critical thinking, creativity, and ethical values. The institution aims to prepare students to excel in a rapidly changing global landscape by providing them with a well-rounded education that encompasses academic excellence, social responsibility, and personal growth. Hamidia College adopts an interdisciplinary approach to education, The institution offers a wide range of programs with interdisciplinary combinations, allowing students to explore diverse fields of study and gain a comprehensive understanding of complex issues. For example, students can pursue combinations such as Psychology with Geography or Drawing and Painting, Economics with Urdu or English literature, or Geography with Sociology. These programs are designed to equip students with versatile skills and knowledge that are relevant in today's interconnected world. Hamidia College offers flexible and innovative curricula designed to provide students with a holistic and multidisciplinary education that prepares them for the challenges of the 21st century. For example, students can customize their academic journey and explore their interests while gaining practical experience. College follows NEP curriculum as per BU syllabus which is a multidisciplinary flexible curriculum that enables students to enter and exit at multiple points during their undergraduate education while maintaining academic rigor. The curriculum is designed to provide students with options and flexibility, allowing them to tailor their education to their individual needs and goals. Additionally, students have the opportunity to re-enter the program at a later stage. In accordance with the syllabus prescribed by the college, topics related to gender, human values, and environmental awareness are integrated into the curriculum. Project work forms an integral component of the syllabus for U.G. and P.G. classes, promoting hands-on learning and practical application of knowledge. To further enhance interdisciplinary research efforts, a Research Committee has been established. To nurture critical thinking and analytical skills among students, workshops on Research Methodology and Intellectual Property Rights (IPR) are planned. Faculty members, actively engaged as members of the Board of Studies (B.O.S.),

have made significant contributions to syllabus design and authored textbooks in line with the principles of the NEP. With a focus on fostering innovation and creativity, each department is tasked with creating an activity calendar. These activities are organized around three central themes: Dhara: Activities related to environmental conservation and sustainability; Dharohar: Events showcasing literary and cultural heritage; Srajan: Initiatives promoting innovation and entrepreneurship. By aligning our efforts with the objectives outlined in the NEP and promoting holistic development through diverse activities, we aim to empower our students to become well-rounded individuals capable of meeting the challenges of the 21st century.

16. Academic bank of credits (ABC):

The National Education Policy (NEP) 2020 introduces multiple entry and exit options for students. The efficient functioning of the ABC will assist students in accessing the credits they have earned at an early stage, making it easier for them to resume their studies. Digi-Locker accounts are being established in the campus to securely store data for easy access. The NEP 2020 introduces multiple entry and exit options for students. The Academic Bank of Credits (ABC) facilitates efficient credit access, aiding students in resuming studies early. Induction programs familiarize students with NEP objectives, including multiple entry and exit options and course combinations. Interactive sessions elucidate available choices, while expert lectures align faculty with NEP's outcome-based and learner-centric pedagogical approaches. Through the Learning Management System, faculty members actively participate in developing their own curricula and pedagogical approaches within the framework that has been approved. To enrich their educational experience, students are encouraged to enroll in and successfully finish courses on online learning environments like Swayam.

17. Skill development:

Skill Development: Aligned with UGC and NEP directives, Hamidia College prioritizes vocational education enhancement. Curriculum integrates internships and projects for practical learning. Personality Development Programme ensures holistic growth. Regular workshops on digital learning, soft skills, and communication are conducted. Activity Clubs foster skill enhancement. Industrial visits provide exposure. Swami Vivekananda Career Guidance Cell hosts specialized training sessions. Skilling courses like Tally are planned. Online tools like LMS for skill enhancement are promoted. E-content

development, with professors actively contributing, aligns with NEP objectives. Our University has introduced Skill development courses like Medicinal Plants, Export Import Management, E-Accounting and Taxation with GST, Medical Diagonistics, Digital marketing, Salesmanship, and Environmental Studies for our Under graduate courses. The students who have learnt this will get neccessary skills that are required for their day to day life. https://highereducation.mp.gov.in/?page=Oa40yL%2B%2Bg%2FD6xwVLu3OjTw%3D%3D&leftid=MuXntJC4YpgTbRSJ5XxvWw%3D%3D

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

Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) Final answer - Hamidia College integrates Indian Knowledge System into the curriculum in alignment with NEP. Offline and online courses teach in Indian languages and culture. Workshops, seminars on Indian art and culture, and Spoken Sanskrit classes are conducted. Drawing & Painting Department promotes Indian Art through exhibitions, workshops. Cultural Club fosters awareness of Indian ethos. Hamidia College plans to train faculties for bilingual classroom delivery in English and vernacular languages, aligning with NEP. The curriculum integrates Indian Knowledge System, promoting traditional knowledge through UG programs in Hindi, English, Sanskrit, Urdu, and Arabic at UG level. Co-curricular activities enrich cultural understanding, fostering a holistic educational experience - Hamidia College aligns with NEP to preserve and promote Indian languages, ancient knowledge, arts, culture, and traditions. Efforts include introducing Spoken Sanskrit classes and advancing Indian art through the Drawing & Painting Department. The Cultural Club fosters awareness and pride in Indian culture through regular programs. 'Ek Bharat, Shrestha Bharat' initiatives promote national integration and celebrate India's diversity. To preserve and promote Indian languages, Hamidia College can introduce language courses, including Sanskrit,. Workshops and seminars on ancient traditional knowledge, Indian arts, culture, and traditions can be organized. Additionally, cultural events, exhibitions, and heritage tours can be conducted to raise awareness and appreciation among students.

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

Hamidia College aligns with NEP by implementing Outcome Based Education (OBE) in all mainstream programmes. Outcome-based education (OBE) is an approach that defines specific learning

outcomes students should achieve. It aligns instructional methods and assessments to support the attainment of those outcomes. OBE emphasizes the development of practical skills and competencies, and assessments are used to measure students' achievement of the outcomes. It aims to improve education quality by focusing on clear outcomes and preparing students for real-world challenges. Hamidia College has meticulously devised a robust plan to integrate outcome-based education into its pedagogical approach. Learning outcomes are meticulously considered; continuous assessment and exams assess the achievement of course outcomes. In departmental and IQAC meetings, pedagogical guidelines, classroom activities, and assessment methods are extensively deliberated upon, leading to the formulation of actionable plans. Curricula are designed with Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs), reflecting developmental needs. OBE concepts are communicated to students during induction and in departmental activities, facilitating effective learning.

20.Distance education/online education:

The college follows the curriculum framework offered by the Barkatullah University which has components of Core, Elective, and Vocational Courses. Several faculty members are involved in the development of e-learning tools, e-content, etc. - Wifi connectivity, projectors, smart classrooms, computer labs and latest software enhance the teaching-learning experience. Project work in PPTs is encouraged. During the COVID-19 pandemic, the college provided Google platforms and govt. email IDs to faculty, enhancing the efficiency and quality of online teaching. The college actively promotes blended learning in adherence to NEP and UGC directives. This approach aims to ensure seamless education delivery and foster inclusivity across socio-economic strata. The integration of face-to-face classroom sessions with online activities has been a primary focus, enhancing accessibility and flexibility for learners. Hamidia excels in blending activities, engaging students effectively. Faculty develop e-content shared via WhatsApp, enabling pre-class access to materials. This fosters peer learning, group discussions, and interactive sessions. Students are urged to enroll in SWAYAM online courses. The institute plans to enhance digital infrastructure with Learning Management Systems (LMS). Online distribution of materials and doubt-solving sessions ensures ongoing support and engagement. Our HEI have not introduced any Distant Education courses, but our students have the liberty to learn and get online degree along with regular degree as per the

UGC new Guidelines.

Extended Profile

1.Programme

1.1	396
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	4810
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1557
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1519
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	80
Number of full time teachers during the year	

File Description	Documents
Data Template	**View File**

3.2 Number of sanctioned posts during the year	**77**

File Description	Documents
Data Template	**View File**

4.Institution

4.1 Total number of Classrooms and Seminar halls	**35**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**10467167**
4.3 Total number of computers on campus for academic purposes	**148**

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

Ensuring effective curriculum delivery is crucial for achieving excellence in teaching and learning. Given our affiliation with Barkatullah University, Bhopal, the syllabus is crafted by the university itself. Our teaching methods encompass a blend of traditional approaches, online classes, dynamic presentations, and collaborative learning strategies. Moreover, our teachers actively engage students throughout the lectures, ensuring their continuous participation and involvement in the learning process. Teaching plans are meticulously prepared and displayed on the notice board well in advance. Ensuring effective teaching, faculty members maintain attendance registers and Teaching Diaries, duly endorsed by the Head of the Department and the Principal monthly. The teaching planners, devised by faculty members, meticulously distribute syllabi among departmental faculties. To ensure timely

completion of the curriculum, faculty members adhere to a comprehensive teaching calendar, allowing for flexibility while covering all topics within the allocated timeframe. Remedial Classes are also available to support students who require additional assistance.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[NA](#)

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

The Institute's academic schedule aligns with a well-defined calendar, encompassing annual teaching days, co-curricular events, Youth Festival, and Sports Activities. In compliance with the directives from the Department of Higher Education, M.P. Govt., a structured Annual Pattern of exams is followed for U.G. level, while a Semester System is adopted for P.G. level. At the onset of each academic session, the Department of Higher Education issues a comprehensive Academic Calendar, guiding the institution's academic endeavours throughout the year.

Academic activities at our institution adhere closely to the Academic Calendar, which encompasses essential events such as admissions, teaching schedules, examinations, and Continuous Comprehensive Evaluation (CIE) procedures. This calendar is readily accessible to students through both the college website and notice boards, facilitating effective planning.

Our admission process is conducted online in strict accordance with guidelines provided by the Higher Education Department. Likewise, examinations are conducted following the timetable set by Barkatullah University, Bhopal.

Our CIE mechanism is characterized by transparency, systematic organization, comprehensiveness, and a focus on providing guidance. Faculty members meticulously evaluate student performance against course objectives. Assessment methods employed to enrich students' learning experiences include group discussions, poster/chart creation, assignments, student-prepared question banks, class tests, and quizzes.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://govhamidiacollege.com/wp-content/uploads/2024/03/Academic-Calendar-2022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

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

1.2 - Academic Flexibility

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

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

5

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

89

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

1.3 - Curriculum Enrichment

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

As a Government College affiliated with Barkatullah University, certain constraints exist regarding the incorporation of new topics into the curriculum. Nevertheless, the syllabus provided by Barkatullah University includes content that addresses pertinent issues such as gender, human values, and the environment.

All undergraduate courses feature a compulsory paper titled "Foundation Course - Moral Values and Language," aimed at acquainting students with Indian culture and human values. Additionally, the second-year curriculum includes "Environmental Studies," fostering awareness of environmental concerns.

Psychology B.A. I has Humanistic Theory, Happiness and Positive Thinking (Paper I), Psychology B.A. II syllabus includes Theories

of Moral Development, Factors enhancing Psychological well being, Quality of Life, Ethical issues in counselling, Helping behaviour; B.A. III includes the topic Value and Personality. Holistic Therapies, Yoga and Meditation are included in M.A. II sem. M.A. III Sem Paper II has Pro Social Behaviour, Social Facilitation. There are chapters fostering gender sensitivity in English Literature, History and Sociology. Environmental awareness activities are regularly organized by the Green Club. The cultural club organizes activities to promote national integration and restoration of cultural values.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

22

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

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

2337

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://govhamidiacollege.com/students/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://govhamidiacollege.com/students/

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

1724

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

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

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

1133

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students from various social and economic backgrounds study in our college. At the beginning of the session, orientation program for newly admitted students is organised to counsel and guide them and also to make them aware about the courses, methods, modes and criterias of internal assessment and external assessment , curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college. Department has a well versed devised mechanism for identifying slow and advanced learners.

Various measures taken for slow learners include special focus and attention so that they do not feel left out. Individual guidance and counselling to instill confidence, individual motivational talks, discourses, books, notes, tips on answer writing study material, doubt solving sessions, provision of remedial classes , and also feedback taken to assess improvement through question answer sessions.

Various measures for advanced learners include special focus and catering to their advance intellectual needs, separate notes and e-content and web links are provided to them. They are encouraged to go beyond the syllabus and explore more on the subject and also

engaging them in helping the slow learners and further boosting their confidence.

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	[View File](View%20File)

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

Number of Students	Number of Teachers
4711	**80**

File Description	Documents
Any additional information	[View File](View%20File)

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

Government Hamidia Arts and Commerce College has always been trying to adopt the latest methodology in the teaching pedagogy. Learner centric methods aim to increase the involvement of students in the overall education process This goes a long way in intellectual enhancing capabilities of the students and cultivate their interest in the subject are program and learning outcomes displayed on notice boards, various student centric methods include open conversation sessions with students, group discussions, classroom teaching by students, posters/charts making, assignments, question banks prepared by students, presentation by students using audio video aids , knowledge exchange via ITC tools, use of network resource centre, educational visits, Alumni experience sharing, and activity based learning.

Experiential learning

Students have been allotted projects on various topics related to their subject and they are required to work for stipulated hours on the project. In campus project completion certificate is also provided whereas off campus projects are certified by the host organizations. Industrial visits are also organized by the

institute.

Participative Learning

WhatsApp study groups, Google classroom, poster / chart making, educational visits, learning via practicals and experiment, power point presentations through audio visual aids are consistently used.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[NA](#)

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

To unlock the potential of technologies to use in the class, the college has sufficient infrastructure available for ITC in the form of Smart Classrooms, Virtual classrooms, Wi-Fi connectivity through high speed internet connections which help us in providing online study resources concerted efforts are being made to create an interactive community of online learners through blended mode of teaching and learning. Flipped classrooms facilitate both face-to-face and online communication thereby resulting in enhanced gratification and learning outcomes. (PowerPoint presentations, Blended learning enhanceteaching and learning). Department of Higher Education has already launched an open platform for online learning of students on which a lot of e-content is available in all the subjects. The teachers continuously train and encourage their students to learn through these platforms. Teaching learning process was made more effective through PowerPoint presentations, individualized instructions, department blogs, graphs, e- notes etc. Drawing and graphic programs were dexterously used by Drawing and Painting department of the college.

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

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

2.3.3.1 - Number of mentors

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

80

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

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

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

70

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1044

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

An assessment is of paramount significance in measuring education effectiveness. The college has robust mechanism for assessment. Comprehensive continuous evaluation (CCE) is basically a continuous evolution of the students during the entire course. The teachers have the flexibility to use any of the following modes which are chosen as per the need of the subject and the evaluation:

- Objective tests
- Assignment submission
- Group discussions
- Quiz
- Presentations
- Chart making etc.
- Online CC exam through Google forms.

The evaluation techniques adopted by various departments are:

- Classroom teaching and assignments
- Objectives and subjective analysis of students via objective questions / short answers/ long answer type questions etc.
- Exponential Learning via practical and practical file evaluation.
- Job oriented projects and internships.

Mechanism for internal assessment

Two CCE exams are conducted in the undergraduate courses in one academic year, which have annual system. For PG courses one CCE per semester is the norm prescribed by the University. All the records and data related to CCE are preserved by the Teachers for academic audit. This includes attendance of students, question papers, Google forms, valued answer sheets/ copies/ assignments.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	[NA](#)

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

At College Level

Overall evaluation the UG and PG student comprises internal evaluation of 20% marks, external theory examination of 80% marks. For those subjects which have practical classes practical examinations have 33% weightage of total marks. Theory examination is conducted and evaluated by the affiliating University and Practical Examination is conducted in the collegein the supervision of the external examiner appointed by the University .

If a student is not able to appear for internal examination due to medical or any genuine reason examination is conducted for that student as per the norms for which he has to submit application with proper documents

At university level

Government Hamidia College is affiliated to Barkatullah University. College exams are conducted by the University. The grievances and queries of the student regarding exams are forwarded by the principal to the concerned Examination Controller

for redressal. Examination related grievances are redressed on the basis of the records maintained in the examination control room.

File Description	Documents
Any additional information	View File
Link for additional information	NA

2.6 - Student Performance and Learning Outcomes

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

The Programmes and Courses in the curriculum are designed by the Central Board of Studies. Many teachers are members of Board of Studies. The college takes full care that the intended course outcomes are fully achieved by a student on completion of the courses prescribed.

The predetermined mechanism is followed by all the departments to communicate the learning outcomes to the teachers and students. Induction programs, Orientation Programs, SWOC analysis lectures were organized at the commencement of the session so that the students can map the course outcomes. The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students. The importance of the learning outcomes has been communicated to the teachers in the departmental meetings in the starting of the session for UG courses and before semester for PG courses. The students are also made aware of the same through induction/orientation programme of the department. At the beginning of a course along with the syllabus, students are made aware of the outcome of the course by the respective course teachers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://govhamidiacollege.com/pdf/2.6.1_Program_and_course_outcomes_for_all_programs_offered.pdf
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the academic year. The faculty records the performance of each student with the help of the specified course outcomes through a continuous evaluation process. The faculty provides home assignments to students, conducts internal tests, viva voce, surprise tests, open book tests, quiz, projects etc.

The evaluation process of PO, PSO and CO at PG level are

Seminar presentation, Short quizzes or objective questions, Home assignments, Extension Lectures, Project work, Educational Visits and Time-bound examinations

At UG level Two CCE must be conducted (Internal Examination mode). Black-board presentation, Quizzes or objective questions, if needed, Model presentation, Extension Lectures, Educational Visits, Field/Project work and internship programs,Time-bound examinations, Marks of CCE exams and Project Viva -Voce (Internal examination mode) marks are recorded and uploaded online on the university portal .

Graduation outcome in terms of Progression to higher education such as Postgraduate programmes, Research Programmes, placements in the respective fields, and also self-employment are also monitored and recorded through alumni tracking for the purpose of evaluating the attainment of the POs, PSOs, and Cos.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://govhamidiacollege.com/pdf/2.6.1_Program_and_course_outcomes_for_all_programs_offered.pdf

2.6.3 - Pass percentage of Students during the year

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

1418

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	NA

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://govhamidiacollege.com/2-7-1-student-satisfaction-survey-sss-on-overall-institutional-performance/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.50

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

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

27

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	<u>View File</u>
Paste link to funding agency website	<u>NA</u>

3.2 - Innovation Ecosystem

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

The college in order to disseminate research and creative thinking among the students organizes a number of activities.

- College has organized various webinars for the welfare of students and teachers related to the recent burning topics.
- The college organizes training programmes, seminars, interactive sessions with successful entrepreneurs to enhance and expand the learning spectrum of the students.
- Student Centric Methods are used by various departments to enhance the intellectual capabilities of the students.
- The department of Drawing and Painting endeavored to elevate the intellectual standard of the student through demonstration workshops, projects, poster making and live sketches
- Induction programmes and training on Personality Development and Communication Skills are organized
- The college is the Research Centre for 10 disciplines, the Pre-Ph.D. Vivas are held in the college - 19 Pre-Ph.D. Vivas have been held in the year 2022-23
- Teachers use ICT enabled tools and resources in the classes to enhance and optimize active learning.
- Teaching learning was made interesting and effective through Power Point Presentation, Graphs, e-notes. The students were encouraged to access online resources
- Online & Offline programmes on Financial Literacy were organized to train the students in financial matters

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://govhamidiacollege.com/wp-content/uploads/2024/04/7.-One-Day-workshop-on-Enhancement-of-Communication-Skills-through-English-Language.pdf

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

4

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

77

File Description	Documents
URL to the research page on HEI website	https://govhamidiacollege.com/PDF1/Research%20Pg.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

8	

File Description	Documents
Any additional information	[View File]()
List books and chapters edited volumes/ books published (Data Template)	[View File]()

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The NSS unit the college effectively carries out various extension activities for the holistic development of the students, which are as follows:

• Adoption of the village 'Hinauti Sadak' and 'Bhoyipura' and 7 day residential camp in the village to make the villagers aware of cleanliness, hygiene, their voting rights and duties.

• N.S.S. Special 7 days camp was organized

• Health awareness programs/checkups.

• Swachchta Drive/Environmental Awareness Drive.

• Awareness Drives through Nukkad Nataks.

• AIDS awareness programs.

• Financial literacy and Digital Banking program

• Voter Awareness Campaign (SVEEP)

• Blood Donation Camp (Plasma Donation)

• Lecture on Road Safety Rules

• Covid 19 Vaccination in Gram Kodia (Booster Dose)

• Aazadi Ka Amrit Mahotsava (Har Ghar Tiranga, Ghar Ghar Tiranga) was organized

• Awareness rally on 'Intoxication Free India'

• Plantation Drive at Smart City park with Honourable Chief Minister Shree Shivraj Singh Chouhan.

• Distribution of Woolen clothes to the needy villagers.

• B Certificate exam of NSS was organized.

• Lecture on Child Protection and Gender Equity were organized

• Training on Disaster Management was organized.

• Awareness rally and lecture on the importance of bicycle.

File Description	Documents
Paste link for additional information	https://govhamidiacollege.com/3-4-3-number-of-extension-and-outreach-programs-conducted-by-the-institution-through-nss-ncc-red-cross-yrc-etc/
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

4

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

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

33

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

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

3409

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

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

10

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

1

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

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.

Our Institution prioritizes providing a conducive environment for teaching & learning, ensuring that students have access to adequate infrastructure & physical facilities. The institution has well-equipped classrooms designed to accommodate various teaching methodologies. Each classroom is spacious adequately lit and properly ventilated providing a comfortable learning environment for students as well as the teachers. Additionally, modern teaching aids such as interactive whiteboard and audio visual equipment are available to enhance the learning experience. There are 33 classrooms of various sizes out of which 09 are smart classrooms.

We have 05 well equipped labs; Drawing & Painting, Psychology, Geography and two Computer labs. These laboratories are well-equipped with the latest apparatus and instruments necessary for conducting experiments and practical sessions. Computer labs are outfitted with up-to-date hardware & software, allowing students to access a wide range of educational resources & tools.

The new block of Library with high-speed internet connectivity ensures seamless access to online databases, e-books and academic

journals, facilitating research endeavours.

We have an Online- Counseling Center, a Seminar Hall and a Multipurpose Hall which caters to the varied interests of the students. Furthermore, technical support staff are on hand to address any technical issues promptly.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NA](#)

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

The institution is committed to offering comprehensive facilities for cultural activities such as music, dance, drama, painting, rangoli, clay-modeling, sculptor etc. through the Cultural Club. Every year the students participate in the Youth Festival at College Level, State Level, and National Level and bring laurels to the institution by winning prizes at different levels.

The institution also offers sports facilities for indoor games such as table-tennis, carom, chess, judo & karate and taekwondo. Outdoor games such as cricket, football, basketball, volleyball, kho-kho, kabaddi, ball badminton, soft ball, wrestling, boxing, athletics, cross-country, swimming, rope-skipping, fencing, power-lifting, water sports etc. are also available for the students. Inter-collegiate, State –Level , tournaments are regularly organized to promote teamwork, sportsmanship and healthy competition amongst the students.

The institution has a modern 16- station multi-gym equipped with motorized treadmill, elliptical trainer, dumble, bike etc. There is an open gym in the campus to promote physical fitness and well-being of the students, faculty and staff.

In recognition of the significance of mental and emotional well-being, regular yoga sessions are conducted to promote mindfulness, improve concentration and enhance overall mental health amongst the students as well as the staff.

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

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

35

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

8.87

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The institution has embraced modern technology to enhance the efficiency and effectiveness of its library services. The ILMS as

adopted by all government institutions throughout the state is e-granthalaya version 4.0 . The library is partially automated and full automation process is in progress. The implementation of Integrated Library Management System at the institution marks a significant step towards modernizing library services and meeting the evolving needs of users in the digital age.

The library has shifted to a sprawling newly built block, which includes a spacious reading hall, reference section , e-library, separate sections for newspapers/journals, library store, issue counter, library office, electric panel room and a separate baggage room for the students. A separate section of book-bank meant for the needy students is also available.

The library has internet/wi-fi connectivity and is under the surveillance of CCTV cameras. The library has 127957 books to support academic requirements of the students and faculty members. A separate competitive exam corner offers books and magazines related to various competitive exams. The SC/ST students can avail the facility of getting free text –books and refrence books costing around Rs. 1500/- along with stationary items of Rs. 500/-

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NA

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

A. Any 4 or more of the above

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

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

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

13.94

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

100

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

4.3 - IT Infrastructure

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

Our institution recognizes the pivotal role of Information Technology in supporting teaching, learning, research and administrative activities. The institution has recently undergone a comprehensive upgrade of its IT infrastructure, including the enhancement of wifi services.

The institute has invested in the procurement of 40 new computers in the newly built computer lab. Software systems and applications use for academic and administrative purposes have been upgraded to the latest versions. The institution has made significant investments in upgrading its network infrastructure to support high speed connectivity and accommodate the growing number of devices connected to the network. We have a dedicated line of JIO Fiber which has been upgraded from 20 MBPS to 50 MBPS, to accommodate the growing demand for high speed internet access particularly during the peak hours.

Network Resource Center has been setup to facilitate optimum use of information technology. The main objective of NRC is to create awareness and give exposure to both the student as well as the teaching faculty about the uses of information technology. The center facilitates the use of multimedia for academic pursuits. There is a virtual classroom in the college to facilitate online content delivery amongst the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NA](#)

4.3.2 - Number of Computers

148

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

15.95

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

Our institution is dedicated to providing a conducive environment for learning, research and overall development. Clear guidelines are established for the allocation of resources including computer and teaching activities. Feedback from users is monitored regularly to assess the effectiveness of existing procedures and identify areas for improvement.

Schedules for Sports activities, training sessions and competitions are coordinated to optimize the use of facilities and accommodate various user groups. Sports equipments are maintained regularly to ensure safety.

Access to computer facilities is managed through user authentication systems to safeguard sensitive data and prevent unauthorized use. There are 33 classrooms of various sizes out of which 09 are smart classrooms to accommodate diverse teaching methods. Audio-visual equipment and teaching aids are available to supports instructional activities for enhancing the learning experience.

There is a Campus Committee which regularly monitors the cleanliness of the campus and takes initiatives like plantation, cleanliness drives and assures a polythene free environment.

Moreover, our institutions maintains robust systems and procedures for the maintenance and utilization of physical, academic and support facilities to meet the growing needs. Continuous monitoring and evaluation ensure that procedures are responsive to evolving needs and promote optimal utilization of available resources.

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

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

1704

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

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

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

2

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

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

File Description	Documents
Link to Institutional website	https://govhamidiacollege.com/5-1-3-capacity-building-and-skills-enhancement-initiatives-taken-by-the-institution-include-the-following/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

959

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

959

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

35

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

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

5.2.2.1 - Number of outgoing student progression to higher education

219

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations

during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

15

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

5.3 - Student Participation and Activities

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

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

13

File Description	Documents
e-copies of award letters and certificates	*View File*
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)	*View File*

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

The institution has consistently facilitated student's

representation and engagement in various administrative, co-curricular and extra-curricular activities following duly established government norms and processes. Being a Government college, the formation of various bodies and representation of students on them is as per instructions of the Department of Higher Education, M.P.

Students are actively represented in the Internal Quality Assurance Cell (IQAC) and Anti Ragging & discipline bodies. Students are also engaged and represented on various other committees such as T.P.O. & Vivekananda Career Guidance Cell, Remedial Classes Committee, Below Poverty Line and Handicapped Students Welfare Committees, Amalgamated Fund, Women Empowerment & Anti Harassment/ Morale Development Cell Cell, Student Grievance Redressal Cell, Yuva Utsav, Literary, Cultural Committee and Clubs, Sports Committee, Environment & Cleanliness implementation Committee, NSS & NCC activities etc.

It can be summed up, that the college closely associates students with decision making and support services to inculcate responsibility, purpose and a sense of duty amongst them. The process of blending student's views with policy making enhances participatory growth of students and the institution in the long run.

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

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

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

41

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

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

The college registered its alumni association on 22nd January 2021 with a society registration number 01/01/01/37394/21. The college has an impressive list of alumni and has been closely associated with them over the years. It has a network of connectivity with them and has 96 members enrolled in its association. A successful alumnus meet was organized on 14/08/2022 which witnessed Alumni's from all walks of life participating. The meet was addressed by renowned poet & poetess alumni reciting their famous works.

A meritorious scholarship is also being sponsored in the name of former alumni Shri O.N. Shrivastava (1946-48 Batch) ex-IAS officer who went on to become Governor of the States of Manipur and Nagaland.

Alumni's have also closely been associated with the policy making process of the college as such an alumni is represented as an integral member in the Internal Quality Assessment Cell (IQAC) and the administrative body selecting students for the O.N. Shrivastava Scholarship.

To sum up, alumni's have been actively interacting and contributing towards the institution and its students. The institution intends to take this cooperative equation further for the betterment of the institution in the long run.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION - An acclaimed centre of learning having universal access to quality education that utilizes full human potential in order to develop an equitable and responsible society working towards nation building.

MISSION - To achieve academic excellence by offering high quality education, through integration of intellectual curiosity and ethical values to equip the students for the challenges of the 21st century.

Nature of Governance: The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. All the policy decisions are made by the Principal in consultation with faculty members, who also participate in the implementation and outcome review of these plans through regular meetings with functional committees

The college follows guidelines of Higher Education Department & Barkatullah University. Due representation of students is ensured in various student-related affairs through various committees. Information related to admissions, scholarships, examinations, position of employees, maintenance of rosters of non-gazetted staff, Assembly and Parliament questions, etc. is compiled and transmitted to the higher authorities. Feedback from students and

staff is done. Principal takes final decision in academic and administrative matters, in consultation with faculty members.

File Description	Documents
Paste link for additional information	https://govhamidiacollege.com/vision-mission-motto/
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.

Inclusivity and transparency are built in, in the ethos of the administration of the institute. The college observes decentralization and participatory management in keeping with its belief in shared leadership and democratic practices. The hierarchy is distinctly defined where Principal is the final reporting authority. All the committees and administrative units work as a Team under the leadership of the Principal. The nature of this administration system is participative and transparent where all the major decisions are taken collectively.

Heads of all the departments hold meetings with the members of the department. Recommendations are then sent to the Principal, who, in consultation with the Heads arrives at the final decision. In official matters, the Principal is aided by Head Clerk and other non-teaching staff. The college follows norms, rules and regulations laid down by the Government and UGC in academic and administrative aspects. The college follows the motto 'Let's all grow together'. 50 committees are formed for the effective implementation of various decisions taken for quality enhancement. Regular review and feedback is taken for the smooth functioning of the various committees. They work in tandem to take care of various issues like, academic, cultural, social, sports, personality enhancement, career and placement, discipline, gender equality, scholarships, college infrastructure, etc., on a day-to-day basis. Committees are formed for the discharge of various key academic and administrative responsibilities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic Perspective Plan- Effective Deployment

Our College strictly follows policies and plans of MP Higher Education Department. The aim is to offer high quality education for holistic grooming of the students, so that they can confidently face the challenges of a highly competitive world.

The college organizes a plethora of academic and co curricular activities for the blossoming of innate talents of the students. They are given every possible opportunity to equip themselves for the skills required for the challenges of the 21st century. Concerted efforts are made to augment research, digital learning and creativity.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://govhamidiacollege.com/5-1-3-capacity-building-and-skills-enhancement-initiatives-taken-by-the-institution-include-the-following/
Upload any additional information	View File

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

Govt. Hamidia College works under the administrative supervision of the Department of Higher Education, Madhya Pradesh, and the office of Additional Director, Bhopal-Hoshangabad, which lays down the standard operating guidelines. Being the lead college of Bhopal, orders received from the higher level are sent to the government/government aided and private colleges under the

authority. The principal is the Head of the institution, supported by Heads of various departments, including Heads of teaching departments, semester cell, IQAC, sports officer, registrar, and librarians. Academic responsibility is managed by various Departmental Heads and faculties under them. Administrative decisions are taken with the approval of Janbhagidari Committee and Staff Council. For grievance redressal, there are Women Empowerment cells, ST/SC cell, CM helpline managed by the college. Institution has a finance committee, planning board, RUSA and IQAC. Finance is procured and managed under the Heads of RUSA/World Bank schemes, Janbhagidari funds and Consolidated funds. All types of appointments teaching or non-teaching are done by the government.

The service rules & procedures are as per the department of Higher Education M.P. that are updated from time to time as per the UGC policy of Barkatullah University.

Link to Organogram -

https://govhamidiacollege.com/PDF1/Orgonogram.pdf

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the institution webpage	https://govhamidiacollege.com/PDF1/Orgonogram.pdf
Upload any additional information	No File Uploaded

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	**No File Uploaded**
Screen shots of user inter faces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

Our institute is affiliated to Barkatullah University, Bhopal. Govt. Hamidia College extends all statutory social security and welfare schemes such as medical reimbursement, maternity leave, child care etc. to the employees. Pay advances withdrawal from Provident Fund, sanction of various leaves, leave encashment etc. are provided as per government rules and regulations. Group Insurance, festival advance, Bonus etc. are given as per the orders given by the Department of Higher Education, M.P. The institute also provides uniforms to IV employees every year.

As it is imperative to stay updated with the latest trends in teaching learning, the teaching faculty is motivated to participate in training programmes, seminars, symposiums and workshops at National and International levels. They are sanctioned Duty Leave to attend such programmes which helps them acquire new skills related to their subjects. User friendly ramps and washrooms have been constructed for physically challenged staff. Amenities like clean drinking water, canteen, parking space internet and wi-fi facilities are available in the institute.

File Description	Documents
Paste link for additional information	<u>NA</u>
Upload any additional information	<u>View File</u>

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

6.3.2.1 - Number of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the year

0

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

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

1

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

16

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

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

The Performance Appraisal system of the faculty members is as per the guidelines and regulations of UGC and Higher Education Department, M.P. Each faculty member has to submit Annual Self-Appraisal Report which comprises of detailed information regarding work assigned, achievements, participation in various committees, seminars, duties related to conduct of examination, publication of research papers and research guidance. These self appraisal forms are forwarded by Head of the Departments. The IQAC assesses these forms and forwards to the Principal for final comments.

The faculty performance appraisal system is evaluated in the following categories Teaching learning, co-curricular activities, research activities, academic performance evaluated from the feedback by students, experts and management. Similarly for Class-III non-teaching staff, Self Appraisal Report is obtained in their prescribed forms by the Principal for giving his assessment report, The appraisal is done by the Additional Director of Education and by the Commissioner Higher Education. They are assessed on performance in student related activities, administration related activities, general conduct and professional development.

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

6.4 - Financial Management and Resource Mobilization

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

Internal Audit- Our college has an Internal Audit Committee which ensures financial transparency. In issues regarding budget, income and expenditure. This committee keeps a tab on the fee received from students with DFC (Daily fee Collection), Bank statement and cash, book. Discripancies if found are reported to the Principal and are rectified. The College appoints a qualified Charted Accountant for internal audit of the College. The C.A. audits the finance related documents, balance, budget, income and expenditure, IT return, Form 16, etc.

External Audit - The Accountants General MP (AGMP) Gwalior conducts the audit of our college at a regular interval of 1 to 2 years and examines the entire income and expenditure in both government and non-government sources. The minor errors are removed and the audit report is handed over to the head of the institution. The major errors are reported in writing and the complaints are made as per the government rules. In their subsequent audit the AGMP takes up pending audit objections. Treasury and Accounts, Madhya Pradesh conducts their Annual audit of the budget and its expenditure.

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

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

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

0

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

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

Our institute mobilizes its funds received from State government, RUSA, World Bank and Jan Bhagidari samiti on various Heads of Expenditure of the college. The payment of salary of teaching and non teaching staff of the college is disbursed from the Funds received from the State government. The scholarship is paid directly into the account of concerned student on the basis of their caste and class. Budget of the college is prepared keeping in mind developmental plan of the college and is deployed on different Heads. Grants received from RUSA and World Bank are earmarked for infrastructural augmentation and developmental works of the college. Grants are spent after approval from Building committee, Sales and Purchase committee, Finance committee and other statutory committees of the college.

The FA budget is received under four different grants-Amalgamated Fund/Grants for all heads, sports, development of college, library. Budget is utilized to meet day to day operational and administrative expenses and maintenance of fixed assets. It is utilized to augment learning practices. Optimum utilization of Funds is ensured for development and infrastructure maintenance.

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

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 has been ceaselessly striving to institutionalize quality

assurance strategy and processes at every level of functioning of the institute.

1. The IQAC has been making efforts to inculcate humanistic values in the students through promoting, learning through society connect activities.

2. The IQAC has been endeavouring to enhance holistic learning through nurturing creativity, inclusivity, ethical values, environmental responsibility and student centric pedagogy.

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

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

The IQAC has been continuously striving for quality enhancement. The Academic Calendar, provided by the Department of Higher Education, is rigorously followed. Time tables, exam schedule and co-curricular activities are held as per the guidelines of HE. College management, discipline, academic and co-curricular activities are reviewed from time to time by the IQAC and effective measures are taken to enhance quality.

The IQAC has endeavored to promote holistic education rooted in Indian value system which aims to empower the youth to strive towards their own well being and the well being of the society. The emphasis has been on nurturing innovation and creativity. A number of student centric activities are regularly organized. A number of initiatives are taken by IQAC to augment learning by motivating the teaching departments to organize activities related to Indian ethos and environment.

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

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)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	NA
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 institution, Govt. Hamidia Arts & Commerce College, actively promotes gender equity through various initiatives to foster a safe and inclusive environment on campus.

• At the outset of each academic year, an induction program is conducted to educate students about college regulations, gender equality, and relevant laws.

• Safety and security measures are rigorously enforced, with the Anti-Ragging and Discipline Committee ensuring campus tranquility and a Women Grievance Redressal Committee addressing gender-related concerns. CCTV surveillance is maintained across strategic areas.

• The faculty provides counseling on academic, career, and gender-related matters, supplemented by guest lectures on gender rights and legal provisions. A complaint box is available for confidential reporting.

· The Psychology department offers additional counseling services, and non-teaching staff provides assistance with administrative issues.

· Dedicated common rooms and washrooms equipped with necessary amenities are provided for female staff and students in the Online Counseling Block.

A Women Anti-Harassment and Empowerment Committee ensures a 'zero tolerance' policy towards gender-based harassment, convening regular meetings to address pertinent issues and promote empowerment.

File Description	Documents
Annual gender sensitization action plan	https://govhamidiacollege.com/pdf/7.1.1_Measures_for%20Gender_Equity.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://govhamidiacollege.com/pdf/7.1.1%20Special%20Facilities%20Available%20in%20the%20College%20Premises_new.pdf.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

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

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

- **Govt. Hamidia Arts & Commerce College places significant emphasis on waste management, fostering awareness among students through various initiatives.**
- **Student-led sessions in neighboring villages demonstrate**

proper waste disposal techniques, promoting responsible practices beyond the campus.

- Waste is initially segregated into small bins and then transferred to larger bins for proper disposal.
- Dustbins are strategically positioned across the campus in blocks, classrooms, corridors, office rooms, and the principal's chamber.
- Routine cleanup and waste disposal are managed by employed sweepers, ensuring a clean environment.
- Students are actively discouraged from littering and encouraged to use reusable cloth or jute bags to minimize plastic usage.
- Promoting sustainability, students are advised to utilize both sides of paper for printing assignments, notices, and reports, reducing paper wastage.
- Official communication is primarily conducted through emails and WhatsApp, reducing the reliance on paper-based communication.
- Liquid waste, generated from washrooms and the college canteen, is efficiently drained into the civic drainage system through well-laid channels.
- E-waste management awareness campaigns sensitize students, with miscellaneous e-waste collected from departments and safely disposed of.
- The college maintains a waste recycling system, ensuring regular maintenance of water taps in washrooms and the absence of open drains.

Hazardous chemicals and radioactive waste are not used or generated within the college premises, ensuring environmental safety.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution	C. Any 2 of the above

system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

11-07-2024 03:36:10

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

`B. Any 3 of the above`

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

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).

- **Govt. Hamidia Arts and Commerce College fosters a comprehensive environment of tolerance and harmony, embracing cultural, regional, linguistic, communal, and socio-economic diversity.**
- **The institution emphasizes holistic development through**

value education, promoting equal treatment for all irrespective of caste, creed, religion, or cultural beliefs.

- Various programs are organized to commemorate religious festivals, honor eminent personalities, celebrate national festivals, and engage in other inclusive activities, bringing together students and teachers from diverse backgrounds.
- All members of the college community adhere to a Code of Ethics and Book of Conduct, ensuring a respectful and inclusive environment.
- Equal opportunities are provided to everyone regardless of gender, race, caste, color, creed, language, religion, political affiliation, national or social origin, economic status, birth, or any other status.
- The college adheres to government reservation policies for student admissions, with transparent processes for admission, fee concessions, financial assistance, and scholarships.
- Special provisions, such as book access from the library, are made for students belonging to the SC/ST category to support their academic journey.
- Emphasis is placed on empowering cultural and regional inclusion, fostering a sense of belonging and pride among all students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

- Matdata Jagrukta Abhiyan: Organizing competitions like slogan writing and essay contests to raise awareness about voting rights and civic duties.
- Voter Awareness Drive: Utilizing social media and street plays to educate about voting rights and participation in elections.
- Respect for National Flag and Anthem: Conducting activities that reinforce constitutional values and duties.
- Constitution Day Celebration: Marking the day to highlight responsibilities towards constitutional principles.

- **National Voters Day: Observing and campaigning to raise awareness about democratic rights and duties.**
- **Incorporation of Environmental Education: Including topics related to environmental issues in the curriculum to promote ecosystem preservation.**
- **Study of Moral Values: Studying Mahatma Gandhi's "My Experiments with Truth" to instill moral values.**
- **Celebration of Significant Days: Observing Gandhi Jayanti, Vivekananda Jayanti, Teacher's Day, and National Unity Day to promote moral values and respect for elders.**
- **Blood Donation Drives and Road Safety Rallies: Organizing events to encourage pride, compassion, and responsibility among students.**

Participation in Ek Bharat Shreshtha Bharat program: Engaging in initiatives that promote national unity and integration across diverse cultures.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://govhamidiacollege.com/pdf/7.1.9%20constitutional%20obligations%20values,%20rights%20,duties,%20and%20responsibilities%20of%20Citizens_new.pdf
Any other relevant information	https://govhamidiacollege.com/pdf/7.1.9%20Supporting%20Documents%20File_new.pdf

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	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

National And International Commemorative Days, Events and Festivals

The college establishes committees dedicated to commemorating national and international observances, festivals, and the birth and death anniversaries of notable figures. These committees draft comprehensive plans for celebrations and ensure adherence to them at the beginning of each academic year. The objective is to foster national unity, social cohesion, and universal principles.

Hamidia college celebrated the following days -

National Days:

World Environment Day, Mahatma Gandhi's birth anniversary, Good Governance Day: (25th December), National Youth Day, International Youth Day Awareness Programme, Madhya Pradesh Sthapana Diwas, National Unity Day - October 31, Bhartiya Samvidhan Diwas, Independence Day- 15 August; Republic Day- 26 January, Azadi Ka Amrit Mahotsav,National Voters Day, Prakaram Diwas, Chandra Shekhar Aazad Jayanti, Swami Vivekanand Jayanti, Vishwa Jansankhya Diwas, Iqbal Day

International Days: The following are celebrated:

International Day of Yoga - 21 June

World Environment Day - 05 June

International Women's Day - 8 March

International Biodiversity Day - 22 May

World Cancer Day - 5 February

World Population Day - 12 July

International Hindi Day - 14 September

World AIDS Day – 01 December

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

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

1. *Nurturing an Eco-System for Environmental Responsibility:* - *Objective:* To promote environmental consciousness among students and staff, fostering a culture of sustainability. - *Context:* The college observed rising environmental concerns locally and globally, coupled with a lack of awareness and action among students and staff. This prompted the institution to take proactive steps towards environmental responsibility.

- **Practice: Govt Hamidia Arts and Commerce College initiated a series of measures including waste segregation, recycling programs, tree plantation drives, and awareness campaigns. Integration of environmental studies into the curriculum further solidified the institution's commitment to sustainability.**

2. *Inculcation of Humanistic Values and Harmony through Society Connect Activities:* - *Objective:* To instill empathy, compassion, and a sense of social responsibility among students, promoting harmony and inclusivity. - *Context:* The college recognized societal divisions and a need for fostering a sense of

community and understanding among students from diverse backgrounds. This led to the implementation of initiatives aimed at promoting humanistic values and societal harmony. *Problems Encountered:* - Limited financial resources for implementing large-scale sustainability projects. - Lack of participation and awareness among some segments of the student and staff population regarding environmental issues.

Resources Required: - Funding for infrastructure improvements and sustainability initiatives. - Training programs and educational resources to increase awareness and engagement among students and staff regarding environmental responsibility and humanistic values.

File Description	Documents
Best practices in the Institutional website	https://govhamidiacollege.com/pdf/7.2_BEST_PRACTICE.pdf
Any other relevant information	https://govhamidiacollege.com/pdf/7.2.1_Best_Practices_Supporting_Documents_File.pdf

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

Hamidia College demonstrates exceptional performance in fostering environmental consciousness through its Green Commitment initiative. With a core focus on sustainability, the institution has established itself as a leader in promoting eco-friendly practices both on campus and in surrounding communities.

The college's "reduce, reuse, and recycle" policy underscores its dedication to minimizing environmental impact. By maintaining a Plastic Free zone and minimizing paper usage, Hamidia College sets a high standard for waste reduction. Additionally, strategically placed bins across the campus facilitate proper waste disposal.

Embracing alternative solutions such as cloth or jute bags further exemplifies the institution's innovative approach to sustainability. Potted plants are distributed as welcome gifts, promoting greenery and environmental awareness among students and staff.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Multi-disciplinary and Value-added Courses. Introduce courses to cater to diverse academic interests.

Implementation of National Education Policy. Align with NEP objectives and enhance teaching methods.

Activity Calendar Preparation. Each department to outline activities throughout the academic year.

Curriculum Feedback and Mentoring System. Implement structured feedback mechanism.

Compile comprehensive database for mentoring purposes.

Induction Program and Personality Development Training. Enhance students' soft skills.

Workshops, Seminars, and National Research Conference. Enhance Indian art, culture, and knowledge. Organize national conference to explore Indian knowledge systems.

Wifi-enabled Classrooms. Improve digital access.

Disaster Management Training. Prepare students for emergencies.

Academic, Cultural, and Sports Activities. Promote holistic student development.

Awareness Programs and Azadi ka Amrit Mahotsava. Raise awareness on social, financial, and environmental issues.

Commemorate national events.

Alumni Association Fundraising and Engagement Program. Engage alumni for financial support and development initiatives.

Harmony and Equity Initiatives. Promote gender equity, social responsibility, and community engagement.

Communication Skills Development and Environmental Responsibility. Improve students' communication abilities.

Foster environmental awareness and action. Green Cover Expansion. Plant and maintain greenery on campus.

Infrastructure Upgrades and Social Outreach. Enhance facilities for culturally enriched learning environment. Extend initiatives to neighbouring communities.

Augment library facilities to meet academic needs.