YEARLY STATUS REPORT - 2023-2024

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
• 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/2024/07/AQAR-2022-23.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/2024/11/Academic-Calendar-2023-24.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/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Higher Education, Govt. of M.P.	RUSA	World Bank	2023-24	1946306

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	9
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	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)

Timely Submission of AQAR The IQAC successfully prepared and submitted the Annual Quality Assurance Report (AQAR) for the academic year 2022-23, ensuring compliance with NAAC requirements and maintaining institutional accountability. Hamidia College has been officially upgraded to a Prime Minister College of Excellence (PMCOE) in Bhopal District on 15th March 2024. This milestone reflects the institution's commitment to excellence in academics, infrastructure, and holistic development, preparing students for their Future. Enhancement of Teaching-Learning Practices Promoted the adoption of ICT tools and blended learning methodologies across all departments. Organized workshops and lectures focusing on

digital pedagogy, research methodologies, and innovative teaching practices to enhance the quality of education. Skill Development and Student Empowerment Introduced value-added certificate courses such as "Cyber Security and Cyber Crime" and a 60-hour course on "Internet Applications," equipping students with relevant skills. Conducted workshops on soft skills, entrepreneurship, and employment readiness to prepare students for professional challenges. Industry Collaboration and Placements Established Memorandums of Understanding (MOUs) with organizations like AISECT and CPID to facilitate skill-building and internship opportunities. Organized placement drives featuring renowned companies such as HCL, TCS, and NIIT, significantly enhancing student employability. Community Outreach, Social Responsibility, and Environmental Sustainability Initiatives Conducted community welfare activities, including cleanliness drives and financial literacy programs in nearby villages. Donated Rs. 8,000 and essential items to the underprivileged through Srishti Sewa Trust. Organized tree plantation drives, waste management awareness campaigns, and energy conservation initiatives to promote sustainability and environmental responsibility.

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
Promoting Environmental Responsibility and Humanistic Values	Community engagement programs and eco-friendly practices were implemented, fostering awareness and values of sustainability among stakeholders. Visit to enhance awareness about special children - Arushi Rehabilition Centre, Bhopal, Lecture on Emotional Intelligence was organized. Online Awareness Drive on World Autism Day, Slogan Writing on Mental Health Awareness, Participation in Tree Plantation Drive, Guest Lecture on relevance of Solar Energy in Daily Life, Plantation Drive to enhance knowledge of environment.
Faculty and Student Development Programs	Conducted Faculty Development Programs and value-added courses

	like Cyber Security, Digital Marketing, GST & IT return, MS Office, Python Programming, Tally, Tourism & Travel Management etc.
Career Enhancement strategies	Hosted workshops and seminars on Research Development, IPR, Disaster Management, and Career Opportunities, enhancing knowledge and skills. National Workshop in Hybrid Mode on Contemporary Intelligence Tests & Assessment Techniques on 25.11.2024. Webinar on Uchch Shiksha Ke Kshetra me Kaushal Vikas ke Prayas 28.05.2024
Promoting Digital and Blended Learning	Organized workshops on using ICT tools effectively, encouraging the adoption of digital teaching and learning methods. The Skill Saturday sessions were conducted on every Saturday in Hybrid Mode.
Strengthening Industry Collaboration and Student Employability	Signed MOUs with AISECT, CPID, and others for skill-building initiatives. Placement drives with HCL, TCS, and NIIT enhanced job opportunities.
Trainings and Internship Programs	Conducted 15-day Internship Programs and specialized training programs like- Internship pursued under collaborative initiative by Department of Psychiatry, Peoples Hospital, Bhanpur, Internship ONCO Counselling process by Jawahar Lal Nehru Cancer Hospital & Research Center, Project report on study on adjustment levels by Zenstock Private Limited & Internship in Psychiatry, Peoples Hospital by Department of Psychiatry,

	Peoples Hospital, Bhanpur
Community Outreach and Value-Based Initiatives	Donated Rs. 8,000 and woollens to the underprivileged through Srishti Sewa Club, promoting social responsibility. Visit to old age home :enhancing Knowledge about old age issues on 08-01-2024.
Special activities for the Transgender Sensitivity Awareness	Hosted discussions like "The Depiction of the Transgender Community in Hindi Films and Television: Myth and Reality," fostering inclusivity.
Cultural Drives	Celebrated Amrit Mahotsava and other cultural events, promoting National heritage and Patriotism. Yuva Utsav Vyangya Chitran (1st Prize) & Yuva Utsav Competitions (First Prize).
Induction and Capacity-Building Initiatives	Organized induction programs for new students and soft skills training programs with Unnati Foundation. Orientation Program on the relevance of Psychology was organized. Induction Program on Geographical Aspects was conducted
Encouraging Sports and Wellness Activities	Hosted State-Level Yoga Competitions, promoting physical and mental well-being among students. Activity on Guided Meditation conducted. Slogan Writing on Mental Health Awareness. Celebrating Life : Awareness drive on World Suicide Prevention Day.
Lecture and Discussion Series	Initiated the Boddhik Charcha Series, inviting experts for academic and practical workshops and discussions. Lecture on Skill development - Kaushal Sambardhan, Lecture on Good

	governance & Security, Lecture on the relevance of celebrating our Earth, Lecture on the relevance of Mountainous regions, Lecture on the relevance of Ozone Layer, Lecture on the relevance of Voting rights, Lecture on the relevance of World Heritage Day & Lecture on Human Rights. lecture & Discussion Session on the theme Viksit Bharat 2047 Idea Portal (Sampann Evam Sadrin Arthvyavastha).
Timely Submissions and Administrative Contributions	Ensured timely submission of AQAR for 2022-23 and incorporated Indian Knowledge Systems (IKS) into the curriculum.
Hamidia College has been strategically developed with the vision of being upgraded to a Prime Minister College of Excellence (PMCOE). This ambitious initiative aimed to elevate the institution's standards in academics, infrastructure, and holistic development.	It is a matter of pride that Hamidia College has now officially been upgraded as a PMCOE in Bhopal District On 15th March 2024, signifying its commitment to excellence and its pivotal role in shaping future-ready students.

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	29/01/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	16/12/2024

15.Multidisciplinary / interdisciplinary

Hamidia College envisions evolving into a comprehensive, multidisciplinary institution that addresses the diverse academic and personal growth needs of its students. The plan focuses on integrating various disciplines, encouraging interdisciplinary collaboration, and fostering a culture of innovation and creativity. The institution prioritizes providing a well-rounded education that transcends traditional academic boundaries, while nurturing critical thinking, creativity, and ethical values. The aim is to equip students to excel in an ever-evolving global environment by offering a balanced education that emphasizes academic excellence, social responsibility, and personal development. Adopting an interdisciplinary approach, the college offers a range of programs combining various fields of study, such as Psychology with Geography, Economics with Urdu or English Literature, and Geography with Sociology. These flexible combinations are designed to equip students with relevant skills and knowledge for today's interconnected world. In line with the National Education Policy (NEP), Hamidia College provides a multidisciplinary and flexible curriculum that allows students to design their academic paths and gain practical experience. The curriculum, as prescribed by the Barkatullah University (BU) syllabus, allows for flexibility, enabling students to enter and exit at different stages of their undergraduate education while ensuring academic rigor. Additionally, it offers opportunities for students to return to their studies later in their academic journey. The curriculum incorporates themes such as gender studies, human values, and environmental awareness, and emphasizes hands-on learning through project work in both UG and PG programs. To further enhance interdisciplinary research, the college has established a Research Committee and organizes lectures, workshops on Research Methodology and Intellectual Property Rights (IPR). Faculty members, who actively participate in the Board of Studies (BOS), contribute significantly to syllabus design and have authored textbooks that align with NEP principles. In line with its commitment to holistic development, the college organizes activities under three key themes: Dhara (environmental conservation and sustainability), Dharohar (literary and cultural heritage), and Srajan (innovation and entrepreneurship). These activities foster innovation, cultural appreciation, and environmental responsibility. Through these initiatives and the alignment with NEP objectives, Hamidia College aims to empower students to become well-rounded,

innovative individuals ready to meet the challenges of the 21st century.

16.Academic bank of credits (ABC):

The National Education Policy (NEP) 2020 introduces flexible entry and exit pathways for students, and the implementation of the Academic Bank of Credits (ABC) plays a crucial role in facilitating this flexibility. By streamlining credit access, the ABC enables students to retrieve credits earned earlier, simplifying their transition and enabling them to resume their studies seamlessly. Induction programs orient students to the NEP's key objectives, including the multiple entry and exit options available, as well as the flexibility in course combinations. Interactive sessions guide students through their academic choices, while expert lectures ensure that faculty members are aligned with NEP's learner-centered, outcome-based teaching methodologies. The college encourages faculty members to actively engage in curriculum development and adopt innovative teaching practices within the NEP framework. Additionally, students are encouraged to enhance their learning by enrolling in and completing online courses offered through platforms like Swayam, thus expanding their academic horizons and enriching their educational journey.

17.Skill development:

In line with UGC and NEP guidelines, Hamidia College emphasizes the enhancement of vocational education. The curriculum is designed to integrate hands-on learning through internships and projects, providing students with practical experience. The Personality Development Programme focuses on fostering the overall growth of students. To further support skill enhancement, the college organizes regular workshops on digital learning, soft skills, and communication. Activity clubs also contribute to the development of various skills. Industrial visits offer students valuable exposure to real-world work environments, while the Swami Vivekananda Career Guidance Cell conducts specialized training sessions. In addition, skill development courses such as Tally and other vocational training programs are planned to equip students with essential competencies. The use of online tools aids in skill development, with faculty actively contributing to the creation of e-content that aligns with NEP objectives. The University also offers skill-oriented courses such as E-Accounting and Taxation with GST, Digital Marketing, and Environmental Studies. These courses aim to provide students with practical skills that are valuable in their daily lives and future careers.

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

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 and Spoken English classes are conducted. Drawing & Painting Department promotes Indian Art through exhibitions and workshops. Hamidia College plans to train faculties for classroom delivery in English and vernacular languages, aligning with NEP. The curriculum integrates the Indian Knowledge System, promoting traditional knowledge through UG programs in Hindi, English, Sanskrit, Urdu, and Arabic at the UG level. Cocurricular 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. The Cultural Club fosters awareness and pride in Indian culture through regular programs. The initiatives promote national integration and celebrate India's diversity. To preserve and promote Indian languages, Hamidia College can introduce other language courses. Workshops and seminars on ancient traditional knowledge, Indian arts, culture, and traditions are organized. Additionally, cultural events, exhibitions, and heritage tours are conducted to raise awareness and appreciation among students.

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

The goal of Hamidia College goes beyond simply helping students accumulate course credits. The institute is primarily focused on promoting higher-order learning and critical thinking among its students. Outcome-Based Education (OBE) is a student-centered approach that emphasizes what students truly learn, rather than what is merely taught. To implement the concept of "Learning by Doing," students are provided with opportunities for hands-on learning through projects, group assignments, practical exercises, and field visits. These activities encourage them to progress through higher levels, enhancing practical application and analytical skills. Additionally, Continuous Comprehensive Evaluation (CCE), carried out by subject teachers, is designed to assess the effectiveness of OBE and measure the achievement of course outcomes. This evaluation system helps in identifying and addressing any issues or gaps in the learning process in a timely manner. In alignment with the National Education Policy (NEP), Hamidia College has fully integrated Outcome-Based Education (OBE) across its mainstream programs. This system ensures that teaching methods and assessments are specifically designed to help students achieve clear and measurable learning outcomes. OBE emphasizes the development of practical skills and

competencies, with assessments focused on gauging students' success in meeting these outcomes. The goal is to enhance the quality of education by concentrating on well-defined learning objectives and preparing students for real-world challenges. At Hamidia College, a comprehensive strategy has been put in place to integrate OBE into the teaching approach, with careful attention to learning outcomes. Both continuous assessments and examinations are used to evaluate the achievement of course outcomes. In departmental and IQAC meetings, extensive discussions are held to refine pedagogical strategies, classroom activities, and assessment methods, ensuring they align with program and course objectives. The curriculum is crafted with clear Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs), which reflect the students' developmental needs. OBE principles are introduced to students during their induction and reinforced through departmental activities to facilitate effective learning.

20.Distance education/online education:

The college follows the curriculum framework set by Barkatullah University, which includes Core, Elective, and Vocational Courses. Several faculty members contribute to the creation of e-learning resources, such as e-content and digital tools. To enhance the teaching-learning experience, the college is equipped with modern amenities like Wi-Fi connectivity, projectors, smart classrooms, computer labs, and the latest software. Students are encouraged to engage in project work using PowerPoint presentations (PPTs). The college facilitated the use of Google platforms and government email IDs for faculty, improving the efficiency and quality of online education. In line with NEP and UGC guidelines, the college promotes blended learning to ensure continuity and inclusivity in education. This approach integrates in-person classroom sessions with online activities, making education more accessible and flexible, especially for students from diverse socio-economic backgrounds. The use of online platforms such as WhatsApp allows faculty to share e-content with students ahead of classes, encouraging peer learning, group discussions, and interactive sessions. Students are also encouraged to enroll in SWAYAM online courses to further their learning. The college plans to enhance its digital infrastructure. Online distribution of study materials and doubt-solving sessions ensure continued support and engagement for students. Tools like Microsoft Teams and Google Meet have been integral to the success of online teaching, learning, and evaluation. Faculty-developed e-study content is available on the college website and through the links.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**396**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**3947**

File Description	Documents
Institutional Data in Prescribed Format	View File

| 2.2

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

File Description	Documents
Data Template	View File

| 2.3

 Number of outgoing/ final year students during the year | **1248** |

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**75**

File Description	Documents
Data Template	View File

| 3.2 | **77** |

Number of sanctioned posts during the year	

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)	**25.58**
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

The Institution ensures effective curriculum delivery through a well planned and documented process.

Ensuring effective curriculum delivery is fundamental to achieving teaching and learning excellence at Govt. Hamidia Arts and Commerce College. As an affiliated institution of Barkatullah University, Bhopal, the curriculum is prescribed by the university. At the start of each academic session, an Academic Calendar is meticulously prepared to align with the university schedule, outlining key academic and extracurricular activities.

Departments develop teaching plans that are displayed in advance, with faculty devising strategies to ensure timely completion of syllabi. Faculty members employ a blend of traditional and innovative teaching methods, including lectures, ICT-enabled presentations, group discussions, case studies, and fieldwork, to foster student engagement. Attendance registers and teaching diaries are diligently maintained and endorsed monthly by the Head of the Department and the Principal. Continuous Comprehensive Evaluation (CCE) is carried out through assignments, presentations, and tests

to track student progress.

Regular departmental meetings and feedback mechanisms ensure ongoing improvements. The Internal Quality Assurance Cell (IQAC) supports curriculum delivery by organizing workshops and training. By integrating ethical, environmental, and skill-based elements, the institution promotes holistic student development.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://sites.google.com/a/bubhopal.ac.in/academics/home

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

The institution operates in alignment with a structured academic calendar that encompasses teaching schedules, co-curricular events, Youth Festivals, sports activities, and examinations. As per directives from the Department of Higher Education, Government of Madhya Pradesh, an Annual Examination Pattern is followed for undergraduate programs, while a Semester System is implemented for postgraduate programs.

At the beginning of each academic session, the issues a comprehensive Academic Calendar, which the institution follows diligently to guide all academic and co-curricular activities. This calendar includes important milestones such as admission deadlines, teaching timelines, examination schedules, and Continuous Comprehensive Evaluation (CIE) processes. The Academic Calendar is made available to students through the college website and notice boards to facilitate transparency and effective planning.

Admissions are conducted online as per the guidelines provided by the Higher Education Department, and examinations are administered according to the schedule set by Barkatullah University, Bhopal.

The Continuous Internal Evaluation (CIE) process is systematic, transparent, and comprehensive, with a focus on achieving learning outcomes. Faculty members assess student performance through diverse methods, including group discussions, assignments, poster/chart creation, quizzes, class tests, and student-prepared question banks. These approaches ensure meaningful engagement and contribute to a

robust learning experience for students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://govhamidiacollege.com/wp-content/uploads/2024/11/Academic-Calendar-2023-24.pdf

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **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**

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	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

7

File Description	Documents
Any additional information	[View File]
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

309

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 institution, Govt. Hamidia Arts and Commerce College adheres to the syllabus prescribed by Barkatullah University, incorporating essential themes such as gender, human values, and environmental issues. While there are limitations in altering the curriculum, these critical topics are well integrated into various academic programs.

Undergraduate students take course "Foundation Course - Moral Values and Language," which introduces them to Indian culture and fundamental human values. In their second year, they study "Environmental Studies," designed to foster an understanding of ecological issues and sustainable practices.

The Psychology curriculum includes a progressive exploration of

ethical and humanistic values. Topics in B.A. I include Humanistic Theory, Happiness, and Positive Thinking, while B.A. II focuses on Moral Development, Psychological Well-being, and Counseling Ethics. In B.A. III, students study Value, Personality, and Helping Behavior. At the postgraduate level, modules like Holistic Therapies, Yoga, and Meditation (M.A. II Semester) and Pro-Social Behavior and Social Facilitation (M.A. III Semester) deepen this focus.

Gender sensitivity is emphasized through chapters in English Literature, History, and Sociology, while the Green Club and Cultural Club promote environmental awareness, national integration, and cultural preservation. These initiatives ensure students receive a holistic education enriched with ethical, cultural, and environmental 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

24

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	No File Uploaded
Institutional Data in Prescribed Format	View File

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

2518

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://govhamidiacollege.com/1-4-1-criteria-i-agar-hamidia-2023-24/
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	View File

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/1-4-1-criteria-i-agar-hamidia-2023-24/

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

1818

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

1209

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

Govt. Hamidia Arts and Commerce College accommodates students from diverse social and economic backgrounds. At the start of each academic session, an orientation program is held for newly admitted students to provide guidance on academic courses, internal and external assessment methods, curricular and co-curricular activities, institutional rules and regulations, and available facilities.

A systematic approach is employed to identify slow learners and advanced learners, enabling tailored interventions for their needs.

For slow learners, the institution ensures individualized attention and support to help them catch up with the curriculum. This includes personalized counseling, motivational sessions, and guidance on study techniques. Doubt-clearing sessions, remedial classes, and access to notes, study material, and answer-writing tips are also provided. Progress is regularly assessed through feedback, question-

answer sessions, and other evaluation methods.

For advanced learners, resources such as additional study material, e-content, and web links are offered to meet their intellectual curiosity. They are encouraged to explore beyond the prescribed syllabus, engage in deeper subject research, and assist slow learners, further enhancing their confidence and leadership skills.

These strategies ensure an inclusive and supportive learning environment for all students, fostering academic growth and personal development.

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

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

Number of Students	Number of Teachers
3947	75

File Description	Documents
Any additional information	View File

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

Govt. Hamidia Arts and Commerce College consistently integrates innovative, student-centric teaching methodologies to enhance the overall learning experience. These methods focus on fostering active participation, intellectual growth, and a deeper understanding of subjects. Learning outcomes and program objectives are prominently displayed on notice boards to guide students effectively.

A variety of student-centered approaches are utilized, such as interactive discussions, group activities, student-led teaching sessions, poster/chart creation, and assignments. Students are also encouraged to prepare question banks, deliver presentations using ICT tools, and engage in activity-based learning. Practical exposure is provided through educational visits, the use of network resource

centers, and alumni interactions that offer insights into real-world applications.

Experiential Learning: Projects play a significant role in experiential learning, where students work on subject-related topics for a set duration. In-campus projects receive institutional certification, while off-campus projects are validated by host organizations. Industrial visits are regularly organized to provide firsthand exposure to industry practices and enhance subject comprehension.

Participative Learning: Tools like WhatsApp study groups, Google Classroom, and audio-visual presentations are widely employed. Students engage in poster/chart-making, practical experiments, and educational trips, ensuring a collaborative and immersive learning environment.

These approaches empower students, foster curiosity, and align with contemporary pedagogical standards.

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

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

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

75

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

75

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

64

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

967

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	**Nil**

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. The non-teaching staff from the office have also been assigned the responsibility to contact the university and present the maintained records to facilitate and ensure speedy redressal of the grievances.

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

2.6 - Student Performance and Learning Outcomes

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

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://www.highereducation.mp.gov.in/?page=JUL9t1LHqftaDqryEIQFtg%3D%3D
Upload COs for all Programmes (exemplars from Glossary)	View File

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	View File
Paste link for Additional information	https://www.highereducation.mp.gov.in/?page=JUL9t1LHqftaDqryEIQFtg%3D%3D

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

1101

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	Nil

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-criteria-ii-aqar-hamidia-2023-24/

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

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

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

26

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

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

0

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

3.2 - Innovation Ecosystem

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

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	[View File](#)
Paste link for additional information	**Nil**

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

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

2

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

72

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

30

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

13

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/criteria-iil-aqar-hamidia-2023-24/
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

3

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

18

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

1191

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

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

52

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.

The upgradation of our institution of PM College of Excellence on 15th March 2024, marks a monumental achievement and a significant turning point in its illustrious journey. This recognition reflects the institutions commitment to quality education, research innovation and societal development, setting a new benchmark in the higher education landscape. The transition to PM College of Excellence is a testament to decades of hard work, dedication and adherence to high standards.

The Institutions has 33 well equipped classrooms of various sizes, out of which 09 our smart class rooms. 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	Nil

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

We recognize the integral role of extracurricular and wellness activities in shaping well-rounded individuals. We provide adynamic platform for cultural enrichment, fostering creativity and diversity through the Cultural Club.Students have the resources to refine their talents in music, dance, drama, painting, rangoli, clay-modeling, sculpture etc. The students bring the laurels to the institution every year by winning prizes at different levels in the Youth Festival.

Our sports infrastructure is designed to cultivate team spirit and physical fitness. 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 wellbeing of the students, faculty and staff. 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	Nil

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	**Nil**
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)

22.32

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 Library is the heart of any academic or research institution. Our library is partially automated and full automation process is in progress. The Integrated Library Management System (ILMS) powered by e-granthalaya, streamlines the management of library resource including books, journals, e-journals, e-books, e-shodh ganga and e-shodh sindhu. Alongside physical materials, e-granthalaya integrates digital databases and e-resources creating a hybrid repository of knowledge.

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 127976 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 reference 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	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 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)

0.083

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

130

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

In a significant stride towards technological advancement and academic excellence, our institution has upgraded its IT infrastructure, including the implementation of enhanced Wi-Fi facilities. This initiative reflects our unwavering commitment to creating a dynamic, digitally-enabled learning environment that meets the evolving needs of students, faculty & staff.

The newly upgraded Wi-Fi network with 30 to 50 MBPS, ensures high speed uninterrupted connectivity across the entire campus. With improved bandwidth and enhanced security protocols, the system supports seamless access to online resources, virtual learning platforms, research databases and collaborative tools .

In addition to Wi-Fi the institution has modernized its IT facilities by introducing advanced computing systems and interactive learning tools. Network Resource Center (NRC) 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. These enhancements are tailored to streamline academic and administrative process, fostering a smarter and more efficient campus ecosystem.

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

4.3.2 - Number of Computers

148

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

3.26

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.

The efficient functioning of any institution depends on the systematic procedures for maintenance and utilization of its physical, academic and support facilities.

A regular stock check of laboratory equipments and consumable items is conducted to ensure their availability and proper functioning. Annual Maintenance Contracts (AMC) are signed for the periodical service of the instruments and computers to prevent breakdowns. Fire Extinguishers are installed in all the blocks as a safety measure.

Books, Journals and e-resources are cataloged using library management software for easy access. Faculty Commerce Students and staff are registered as library members to access resources.

Schedules for sports activities, training sessions and competitions are coordinated to optimized the use of indoor and outdoor facilities.

Operating Systems and software are updated regularly to ensure smooth functioning. Antivirus Software are employed to protect against cyber threats.

Fans, lights, water-coolers, air-conditioning units are inspected periodically. Dedicated teams handle plumbing, electrical and general repairs. The entire campus is cleaned multiple times daily to ensure hygiene.

The establishment of robust system and procedures ensures the optimal functioning of physical, academic and support facilities. Regular audits, user feedbacks and adherence to best practices contribute significantly to creating a conducive learning environment.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1866

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[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-criteria-v-aqar-hamidia-2023-24
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

1171

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

1171

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 through appropriate committees

A. All of the above

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

14

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

175

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	[View File](#)
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

9

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.

24

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 univer sity/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)

Student's representation and engagement in various administrative, co-curricular and extra-curricular activities in the institution has consistently been facilitated by the college administration.

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.

Each Department have their own specific clubs to conduct activities. These Clubs have various students as representatives on them. These bodies empower students and make them an active participants in the decision making process

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	https://govhamidiacollege.com/5-3-2-criteria-v-aqar-hamidia-2023-24
Upload any additional information	No File Uploaded

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

187

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. The association organized a lecture by retired IAS Officer and Alumni Mr. Manoj Shrivastava for the welfare of Students in the session.

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	https://govhamidiacollege.com/5-4-1-criteria-v-aqar-hamidia-2023-24
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 institute has been endeavouring to provide quality education that utilizes full potential of the students by enhancing cognitive abilities, nurturing professional growth, inculcating spirit of service and promoting ethical values. 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. Feedback from students and staff is done.

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.

The institute ensures academic excellence by adapting practices such as decentralisation and ensuring participation of various stakeholders in the management. 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'. 48 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	**Nil**
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Development and Deployment 6.2.1 – Hamidia college has been incessantly striving to accomplish the mission of academic excellence through effective planning at every level. The policies calendar and plans of MP HE Dept. serve as a guideline for planning the various activities for the all round development of the students. 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	**Nil**
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.

The policies and administrative set up of the college is in sync with the vision and mission of the college. The college works under the Dept. of HE MP. The standard operating guidelines are laid down by the dept. and strictly followed by the college. Our college is also the lead college of Bhopal. 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	**Nil**
Link to Organogram of the institution webpage	https://govhamidiacollege.com/organogram
Upload any additional information	View File

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	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution takes effective welfare measures to offer a conducive environment. The 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	**Nil**
Upload any additional information	[View File](#)

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

0

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

34

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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 is crucial for effective implementation of policies and action plan for honing the qualities in the students so that they can significantly contribute in achieving the goal of Viksit Bharat 2047. 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 ClassIII 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	Nil
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. Discrepancies 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	Nil
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

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	**Nil**
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

Internal Quality Assurance System 6.5.1 –

1. IQAC has been relentlessly striving to provide opportunities to broaden the learning spectrum of the students – 1. IQAC has been making efforts to foster innovation and entrepreneur attitude , aptitude and skills in the students through various activities, certificate courses, training, workshops, seminars, panel discussions, and expert lectures.

2. IQAC has been making efforts to nurture environmentally responsible behaviour in the students through various activities and programs. The IQAC meeting held at the commenc3ement of the session outline a detailed program to nurture an eco system for environmentally responsible behaviour.

File Description	Documents
Paste link for additional information	**Nil**
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

our college has been striving to offer high quality education with equity and inclusion. The students are offered opportunities for the blossoming of their innate talents. The dept of HE gives directives and guidelines for quality enhancement which are followed in letter

and spirit.

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	Nil
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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

Govt. Hamidia College implements various initiatives to create a safe and inclusive campus environment.

At the beginning of each academic year, students are oriented about college regulations, gender equality, and relevant legal frameworks.

Anti-Ragging and Discipline Committees enforce strict measures to maintain campus tranquility, while the Women Grievance Redressal Committee addresses gender-specific concerns. CCTV surveillance ensures security across key areas.

Faculty members provide guidance on academic, career, and gender-related issues. Additional support includes guest lectures on gender rights and legal provisions, and the Psychology Department offers specialized counseling services.

A confidential complaint box is available on campus to encourage reporting of grievances.

Female students and staff are provided with common rooms and washrooms equipped with essential amenities in the Online Counseling Block.

The Women Anti-Harassment and Empowerment Committee enforces a Zero tolerance' policy towards gender-based harassment, conducting regular meetings to address issues and promote empowerment.

File Description	Documents
Annual gender sensitization action plan	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.1.1-Measures-for-Gender-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/wp-content/uploads/2025/01/7.1.1-Special-Facilities-Available-in-the-College-Premises.pdf

7.1.2 - The Institution has facilities for   **C. Any 2 of the above**

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

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	**No File Uploaded**
Geo tagged photographs of the facilities	<u>View File</u>

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 system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

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	**No File Uploaded**
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

A. Any 4 or all of the above

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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.**
- **The presence of a Student Grievance Cell and incorporation of chapters on the Constitution of India, ethics, and values in the syllabi contribute to nurturing tolerance and harmony**

among students, preparing them to contribute positively to society.

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

- **Electoral Awareness Campaigns: Hosting slogan writing and essay competitions to educate students about the importance of voting and their civic responsibilities.**

  Voter Education Initiatives: Leveraging social media platforms and performing street plays to raise awareness about electoral participation and voting rights.

  Honoring National Symbols: Organizing events to instill respect for the National Flag and Anthem, reinforcing constitutional values and patriotism.

  Constitution Day Observance: Celebrating Constitution Day to emphasize the significance of constitutional principles and individual responsibilities.

  National Voters' Day Activities: Conducting awareness campaigns and events to promote understanding of democratic rights and active participation in the electoral process.

  Focus on Environmental Awareness: Integrating environmental topics into the curriculum to foster awareness about ecological preservation and sustainability.

  Moral Value Education: Encouraging students to read and reflect on Mahatma Gandhi's My Experiments with Truth to imbibe ethical values and principles.

  Commemorating Key Days: Observing occasions such as Gandhi Jayanti, Vivekananda Jayanti, Teacher's Day, and National

Unity Day to celebrate moral values, unity, and respect for elders.

Social Responsibility Drives: Organizing blood donation camps and road safety rallies to instill compassion, pride, and a sense of responsibility among students.

Participating in activities that promote national integration, unity, and cultural exchange among diverse communities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.1.9-Sensitization-of-students-and-employees-of-the-Institution-to-the-constitutional-obligations.pdf
Any other relevant information	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.1.9-Supporting-Documents-Sensitization-of-students-to-constitutional-obligations.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

B. Any 3 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	**No File Uploaded**

7.2 - Best Practices

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

Nurturing an Ecosystem for Environmental Responsibility

Objective: To instill eco-consciousness, promote sustainable practices, and contribute to global conservation efforts among students and faculty.

Context: Addressing critical environmental challenges like climate change and resource depletion, the initiative integrates sustainability into campus culture.

Practice: Activities include planting 200 saplings, observing World Water Day, conducting e-waste drives, installing solar panels, and holding biodiversity awareness sessions. Students also led cleanliness drives under the Swachh Bharat Mission.

Challenges: Limited funding and resistance to change were key obstacles. Plans involve implementing a Green Audit, collaborating with NGOs, and establishing a Green Policy.

Fostering Humanistic Values and Social Harmony Through Community Engagement Activities

Objective: To instill empathy, humanistic values, and social harmony by engaging students in meaningful community service and outreach

programs.

Context: Bridging academic learning with societal challenges, college fosters inclusivity, patriotism, and social awareness through diverse activities.

Practice: Initiatives - Srishti Sewa Club's donation of ?8,000 and woolens, community adoption for cleanliness drives, skill-building workshops, and panel discussions on transgender representation. Activities like Amrit Mahotsava, workshops on entrepreneurship, and internships empower students.

Challenges: Limited funding and initial hesitation were addressed through partnerships with NGOs and capacity-building workshops to motivate student participation in outreach programs.

File Description	Documents
Best practices in the Institutional website	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.2-Best-Practices.pdf
Any other relevant information	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.2-Supporting-Document-Best-Practices.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

Fostering Holistic Education for a Unified Knowledge System at Hamidia

Hamidia College adopts a holistic approach to education, fostering intellectual, emotional, social, and physical development. College integrates academic excellence with ethical values, cultural awareness, and sustainability. Through multidisciplinary learning, co-curricular activities, and community engagement, Hamidia equips students with diverse skills and perspectives. Cultural programs, sports, counseling, and technology-driven learning promote creativity, leadership, and resilience. Initiatives like personality development sessions and sustainable practices prepare students for personal and professional success, nurturing well-rounded, socially responsible individuals.

Hamidia organized activities for holistic development, blending academics with cultural, ethical, and societal values. Skill Saturday and lectures like Kaushal Sambandhan emphasized skill-building and career readiness, while workshops on Vedic Mathematics, Disaster Management, and Sustainable Energy provided practical knowledge and life skills.

Cultural events, including World Poetry Day, Har Ghar Tiranga, and Amrit Mahotsava, fostered creativity and patriotism. Visits to old age homes, special schools, and village surveys nurtured empathy and social responsibility. Environmental activities like tree plantations and biodiversity awareness walks instilled eco-consciousness.

Programs like Human Rights Day, Constitution Awareness Day, and discussions on Gender Equality enhanced civic awareness. Engagements such as poster competitions, group discussions, and outreach to schools promoted inclusivity and societal impact.

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

The Institution ensures effective curriculum delivery through a well planned and documented process.

Ensuring effective curriculum delivery is fundamental to achieving teaching and learning excellence at Govt. Hamidia Arts and Commerce College. As an affiliated institution of Barkatullah University, Bhopal, the curriculum is prescribed by the university. At the start of each academic session, an Academic Calendar is meticulously prepared to align with the university schedule, outlining key academic and extracurricular activities.

Departments develop teaching plans that are displayed in advance, with faculty devising strategies to ensure timely completion of syllabi. Faculty members employ a blend of traditional and innovative teaching methods, including lectures, ICT-enabled presentations, group discussions, case studies, and fieldwork, to foster student engagement. Attendance registers and teaching diaries are diligently maintained and endorsed monthly by the Head of the Department and the Principal. Continuous Comprehensive Evaluation (CCE) is carried out through assignments, presentations, and tests to track student progress.

Regular departmental meetings and feedback mechanisms ensure ongoing improvements. The Internal Quality Assurance Cell (IQAC) supports curriculum delivery by organizing workshops and training. By integrating ethical, environmental, and skill-based elements, the institution promotes holistic student development.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://sites.google.com/a/bubhopal.ac.in/academics/home

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

The institution operates in alignment with a structured academic calendar that encompasses teaching schedules, co-curricular events, Youth Festivals, sports activities, and examinations. As per directives from the Department of Higher Education, Government of Madhya Pradesh, an Annual Examination Pattern is followed for undergraduate programs, while a Semester System is implemented for postgraduate programs.

At the beginning of each academic session, the issues a comprehensive Academic Calendar, which the institution follows diligently to guide all academic and co-curricular activities. This calendar includes important milestones such as admission deadlines, teaching timelines, examination schedules, and Continuous Comprehensive Evaluation (CIE) processes. The Academic Calendar is made available to students through the college website and notice boards to facilitate transparency and effective planning.

Admissions are conducted online as per the guidelines provided by the Higher Education Department, and examinations are administered according to the schedule set by Barkatullah University, Bhopal.

The Continuous Internal Evaluation (CIE) process is systematic, transparent, and comprehensive, with a focus on achieving learning outcomes. Faculty members assess student performance through diverse methods, including group discussions, assignments, poster/chart creation, quizzes, class tests, and student-prepared question banks. These approaches ensure meaningful engagement and contribute to a robust learning experience for students.

File Description	Documents
Upload relevant supporting document	[View File]
Link for Additional information	https://govhamidiacollege.com/wp-content/uploads/2024/11/Academic-Calendar-2023-24.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.	B. Any 3 of the above

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	

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	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

7

File Description	Documents
Any additional information	View File
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

`309`

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 institution, Govt. Hamidia Arts and Commerce College adheres to the syllabus prescribed by Barkatullah University, incorporating essential themes such as gender, human values, and environmental issues. While there are limitations in altering the curriculum, these critical topics are well integrated into various academic programs.

Undergraduate students take course "Foundation Course - Moral Values and Language," which introduces them to Indian culture and fundamental human values. In their second year, they study "Environmental Studies," designed to foster an understanding of ecological issues and sustainable practices.

The Psychology curriculum includes a progressive exploration of ethical and humanistic values. Topics in B.A. I include Humanistic Theory, Happiness, and Positive Thinking, while B.A. II focuses on Moral Development, Psychological Well-being, and Counseling Ethics. In B.A. III, students study Value, Personality, and Helping Behavior. At the postgraduate level, modules like Holistic Therapies, Yoga, and Meditation (M.A. II Semester) and Pro-Social Behavior and Social Facilitation (M.A. III Semester) deepen this focus.

Gender sensitivity is emphasized through chapters in English Literature, History, and Sociology, while the Green Club and Cultural Club promote environmental awareness, national integration, and cultural preservation. These initiatives ensure students receive a holistic education enriched with ethical, cultural, and environmental 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

24

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	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

2518

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	A. All of the above

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://govhamidiacollege.com/1-4-1-criteria-i-agar-hamidia-2023-24/
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	View File

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/1-4-1-criteria-i-agar-hamidia-2023-24/

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

1818

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

1209

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

Govt. Hamidia Arts and Commerce College accommodates students from diverse social and economic backgrounds. At the start of each academic session, an orientation program is held for newly admitted students to provide guidance on academic courses, internal and external assessment methods, curricular and co-curricular activities, institutional rules and regulations, and available facilities.

A systematic approach is employed to identify slow learners and advanced learners, enabling tailored interventions for their needs.

For slow learners, the institution ensures individualized attention and support to help them catch up with the curriculum. This includes personalized counseling, motivational sessions, and guidance on study techniques. Doubt-clearing sessions, remedial classes, and access to notes, study material, and answer-writing tips are also provided. Progress is regularly assessed through feedback, question-answer sessions, and other evaluation methods.

For advanced learners, resources such as additional study material, e-content, and web links are offered to meet their intellectual curiosity. They are encouraged to explore beyond the prescribed syllabus, engage in deeper subject research, and assist slow learners, further enhancing their confidence and leadership skills.

These strategies ensure an inclusive and supportive learning environment for all students, fostering academic growth and personal development.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

Number of Students	Number of Teachers
3947	**75**

File Description	Documents
Any additional information	View File

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

Govt. Hamidia Arts and Commerce College consistently integrates innovative, student-centric teaching methodologies to enhance the overall learning experience. These methods focus on fostering active participation, intellectual growth, and a deeper understanding of subjects. Learning outcomes and program objectives are prominently displayed on notice boards to guide students effectively.

A variety of student-centered approaches are utilized, such as interactive discussions, group activities, student-led teaching sessions, poster/chart creation, and assignments. Students are also encouraged to prepare question banks, deliver presentations using ICT tools, and engage in activity-based learning. Practical exposure is provided through educational visits, the use of network resource centers, and alumni interactions that offer insights into real-world applications.

Experiential Learning: Projects play a significant role in experiential learning, where students work on subject-related topics for a set duration. In-campus projects receive institutional certification, while off-campus projects are validated by host organizations. Industrial visits are regularly organized to provide firsthand exposure to industry practices and enhance subject comprehension.

Participative Learning: Tools like WhatsApp study groups, Google Classroom, and audio-visual presentations are widely employed. Students engage in poster/chart-making, practical experiments, and educational trips, ensuring a collaborative and immersive learning environment.

These approaches empower students, foster curiosity, and align with contemporary pedagogical standards.

File Description	Documents
Upload any additional information	View File
Link for additional information	**Nil**

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

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

75

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

75

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

64

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

967

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	Nil

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. The non-teaching staff from the office have also been assigned the responsibility to contact the university and present the maintained records to facilitate and ensure speedy redressal of the grievances.

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

2.6 - Student Performance and Learning Outcomes

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

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://www.highereducation.mp.gov.in/?page=JUL9t1LHqftaDqryEIQFtg%3D%3D
Upload COs for all Programmes (exemplars from Glossary)	View File

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	View File
Paste link for Additional information	https://www.highereducation.mp.gov.in/?page=JUL9t1LHqftaDqryEIQFtg%3D%3D

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

1101

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	Nil

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-criteria-ii-aqar-hamidia-2023-24/

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

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

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

26

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

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

0

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

3.2 - Innovation Ecosystem

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

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	View File
Paste link for additional information	Nil

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

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

2

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

72

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File]
Any additional information	[View File]

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

30

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

13

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/criteria-iil-aqar-hamidia-2023-24/
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

3

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

18

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

1191

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

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

52

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.

The upgradation of our institution of PM College of Excellence on 15th March 2024, marks a monumental achievement and a significant turning point in its illustrious journey. This recognition reflects the institutions commitment to quality education, research innovation and societal development, setting a new benchmark in the higher education landscape. The transition to PM College of Excellence is a testament to decades of hard work, dedication and adherence to high standards.

The Institutions has 33 well equipped classrooms of various sizes, out of which 09 our smart class rooms. 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	Nil

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

We recognize the integral role of extracurricular and wellness activities in shaping well-rounded individuals. We provide adynamic platform for cultural enrichment, fostering creativity and diversity through the Cultural Club.Students have the resources to refine their talents in music, dance, drama, painting, rangoli, clay-modeling, sculpture etc. The students bring the laurels to the institution every year by winning prizes at different levels in the Youth Festival.

Our sports infrastructure is designed to cultivate team spirit and physical fitness. 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 wellbeing of the students, faculty and staff. 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	Nil

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	**Nil**
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)

22.32

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 Library is the heart of any academic or research institution. Our library is partially automated and full automation process is in progress. The Integrated Library Management System (ILMS) powered by e-granthalaya, streamlines the management of library resource including books, journals, e-journals, e-books, e-shodh ganga and e-shodh sindhu. Alongside physical materials, e-granthalaya integrates digital databases and e-resources creating a hybrid repository of knowledge.

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 127976 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 reference 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	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 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)

0.083

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

130

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

In a significant stride towards technological advancement and academic excellence, our institution has upgraded its IT infrastructure, including the implementation of enhanced Wi-Fi facilities. This initiative reflects our unwavering commitment to creating a dynamic, digitally-enabled learning environment that meets the evolving needs of students, faculty & staff.

The newly upgraded Wi-Fi network with 30 to 50 MBPS, ensures high speed uninterrupted connectivity across the entire campus. With improved bandwidth and enhanced security protocols, the system supports seamless access to online resources, virtual learning platforms, research databases and collaborative tools .

In addition to Wi-Fi the institution has modernized its IT facilities by introducing advanced computing systems and interactive learning tools. Network Resource Center (NRC) 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. These enhancements are tailored to streamline academic and administrative process, fostering a smarter and more efficient campus ecosystem.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

148

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

3.26

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.

The efficient functioning of any institution depends on the systematic procedures for maintenance and utilization of its physical, academic and support facilities.

A regular stock check of laboratory equipments and consumable items is conducted to ensure their availability and proper functioning. Annual Maintenance Contracts (AMC) are signed for the periodical service of the instruments and computers to prevent breakdowns. Fire Extinguishers are installed in all the blocks as a safety measure.

Books, Journals and e-resources are cataloged using library management software for easy access. Faculty Commerce Students and staff are registered as library members to access resources.

Schedules for sports activities, training sessions and competitions are coordinated to optimized the use of indoor and outdoor facilities.

Operating Systems and software are updated regularly to ensure smooth functioning. Antivirus Software are employed to protect against cyber threats.

Fans, lights, water-coolers, air-conditioning units are inspected periodically. Dedicated teams handle plumbing, electrical and general repairs. The entire campus is cleaned multiple times daily to ensure hygiene.

The establishment of robust system and procedures ensures the optimal functioning of physical, academic and support facilities. Regular audits, user feedbacks and adherence to best practices contribute significantly to creating a conducive learning environment.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1866

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[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-criteria-v-aqar-hamidia-2023-24
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

1171

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

1171

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 through appropriate committees	A. All of the above

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

14

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

175

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
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

9

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.

24

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)

Student's representation and engagement in various administrative, co-curricular and extra-curricular activities in the institution has consistently been facilitated by the college

administration.

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.

Each Department have their own specific clubs to conduct activities. These Clubs have various students as representatives on them. These bodies empower students and make them an active participants in the decision making process

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	https://govhamidiacollege.com/5-3-2-criteria-v-aqar-hamidia-2023-24
Upload any additional information	No File Uploaded

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

187

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. The association organized a lecture by retired IAS Officer and Alumni Mr. Manoj Shrivastava for the welfare of Students in the session.

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	https://govhamidiacollege.com/5-4-1-criteria-v-aqar-hamidia-2023-24
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 institute has been endeavouring to provide quality education that utilizes full potential of the students by enhancing cognitive abilities, nurturing professional growth, inculcating spirit of service and promoting ethical values. 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. Feedback from students and staff is done.

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.

The institute ensures academic excellence by adapting practices such as decentralisation and ensuring participation of various stakeholders in the management. 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'. 48 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	**Nil**
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Development and Deployment 6.2.1 – Hamidia college has been incessantly striving to accomplish the mission of academic excellence through effective planning at every level. The policies calendar and plans of MP HE Dept. serve as a guideline for planning the various activities for the all round development of the students. 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	**Nil**
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.

The policies and administrative set up of the college is in sync with the vision and mission of the college. The college works under the Dept. of HE MP. The standard operating guidelines are laid down by the dept. and strictly followed by the college. Our college is also the lead college of Bhopal. 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	**Nil**
Link to Organogram of the institution webpage	https://govhamidiacollege.com/organogram
Upload any additional information	View File

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	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution takes effective welfare measures to offer a conducive environment. The 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	Nil
Upload any additional information	[View File](#)

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

0

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

34

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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 is crucial for effective implementation of policies and action plan for honing the

qualities in the students so that they can significantly contribute in achieving the goal of Viksit Bharat 2047. 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 ClassIII 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	Nil
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. Discrepancies 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) 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	Nil
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

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	Nil
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

Internal Quality Assurance System 6.5.1 –

1. IQAC has been relentlessly striving to provide opportunities
to broaden the learning spectrum of the students – 1. IQAC has
been making efforts to foster innovation and entrepreneur
attitude , aptitude and skills in the students through various
activities, certificate courses, training, workshops, seminars,
panel discussions, and expert lectures.

2. IQAC has been making efforts to nurture environmentally
responsible behaviour in the students through various activities
and programs. The IQAC meeting held at the commenc3ement of the
session outline a detailed program to nurture an eco system for
environmentally responsible behaviour.

File Description	Documents
Paste link for additional information	Nil
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

our college has been striving to offer high quality education with equity and inclusion. The students are offered opportunities for the blossoming of their innate talents. The dept of HE gives directives and guidelines for quality enhancement which are followed in letter and spirit.

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	Nil
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) | A. All of the above |

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
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

Govt. Hamidia College implements various initiatives to create a safe and inclusive campus environment.

At the beginning of each academic year, students are oriented about college regulations, gender equality, and relevant legal frameworks.

Anti-Ragging and Discipline Committees enforce strict measures to maintain campus tranquility, while the Women Grievance Redressal Committee addresses gender-specific concerns. CCTV surveillance ensures security across key areas.

Faculty members provide guidance on academic, career, and gender-related issues. Additional support includes guest lectures on gender rights and legal provisions, and the Psychology Department offers specialized counseling services.

A confidential complaint box is available on campus to encourage reporting of grievances.

Female students and staff are provided with common rooms and washrooms equipped with essential amenities in the Online Counseling Block.

The Women Anti-Harassment and Empowerment Committee enforces a Zero tolerance' policy towards gender-based harassment, conducting regular meetings to address issues and promote empowerment.

File Description	Documents
Annual gender sensitization action plan	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.1.1-Measures-for-Gender-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/wp-content/uploads/2025/01/7.1.1-Special-Facilities-Available-in-the-College-Premises.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

C. Any 2 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	**No File Uploaded**
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 system in the campus | **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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: | **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**

   2. Use of bicycles/ Battery-powered vehicles
   3. Pedestrian-friendly pathways
   4. Ban on use of plastic
   5. Landscaping

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**

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	**No File Uploaded**
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 :	**A. Any 4 or all of the above**

Human assistance, reader, scribe, soft copies of reading material, screen   **reading**

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.**
- **The presence of a Student Grievance Cell and incorporation of chapters on the Constitution of India, ethics, and values in the syllabi contribute to nurturing tolerance and harmony among students, preparing them to contribute positively to society.**

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

- **Electoral Awareness Campaigns: Hosting slogan writing and essay competitions to educate students about the importance of voting and their civic responsibilities.**

  Voter Education Initiatives: Leveraging social media platforms and performing street plays to raise awareness about electoral participation and voting rights.

  Honoring National Symbols: Organizing events to instill respect for the National Flag and Anthem, reinforcing constitutional values and patriotism.

  Constitution Day Observance: Celebrating Constitution Day to emphasize the significance of constitutional principles and individual responsibilities.

  National Voters' Day Activities: Conducting awareness campaigns and events to promote understanding of democratic rights and active participation in the electoral process.

  Focus on Environmental Awareness: Integrating environmental topics into the curriculum to foster awareness about ecological preservation and sustainability.

Moral Value Education: Encouraging students to read and reflect on Mahatma Gandhi's My Experiments with Truth to imbibe ethical values and principles.

Commemorating Key Days: Observing occasions such as Gandhi Jayanti, Vivekananda Jayanti, Teacher's Day, and National Unity Day to celebrate moral values, unity, and respect for elders.

Social Responsibility Drives: Organizing blood donation camps and road safety rallies to instill compassion, pride, and a sense of responsibility among students.

Participating in activities that promote national integration, unity, and cultural exchange among diverse communities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.1.9-Sensitization-of-students-and-employees-of-the-Institution-to-the-constitutional-obligations.pdf
Any other relevant information	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.1.9-Supporting-Documents-Sensitization-of-students-to-constitutional-obligations.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	B. Any 3 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	**No File Uploaded**

7.2 - Best Practices

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

Nurturing an Ecosystem for Environmental Responsibility

Objective: To instill eco-consciousness, promote sustainable practices, and contribute to global conservation efforts among students and faculty.

Context: Addressing critical environmental challenges like climate change and resource depletion, the initiative integrates sustainability into campus culture.

Practice: Activities include planting 200 saplings, observing World Water Day, conducting e-waste drives, installing solar panels, and holding biodiversity awareness sessions. Students also led cleanliness drives under the Swachh Bharat Mission.

Challenges: Limited funding and resistance to change were key obstacles. Plans involve implementing a Green Audit, collaborating with NGOs, and establishing a Green Policy.

Fostering Humanistic Values and Social Harmony Through Community Engagement Activities

Objective: To instill empathy, humanistic values, and social harmony by engaging students in meaningful community service and outreach programs.

Context: Bridging academic learning with societal challenges, college fosters inclusivity, patriotism, and social awareness through diverse activities.

Practice: Initiatives - Srishti Sewa Club's donation of ?8,000 and woolens, community adoption for cleanliness drives, skill-building workshops, and panel discussions on transgender representation. Activities like Amrit Mahotsava, workshops on entrepreneurship, and internships empower students.

Challenges: Limited funding and initial hesitation were addressed through partnerships with NGOs and capacity-building workshops to motivate student participation in outreach programs.

File Description	Documents
Best practices in the Institutional website	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.2-Best-Practices.pdf
Any other relevant information	https://govhamidiacollege.com/wp-content/uploads/2025/01/7.2-Supporting-Document-Best-Practices.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

Fostering Holistic Education for a Unified Knowledge System at Hamidia

Hamidia College adopts a holistic approach to education, fostering intellectual, emotional, social, and physical development. College integrates academic excellence with ethical values, cultural awareness, and sustainability. Through multidisciplinary learning, co-curricular activities, and community engagement, Hamidia equips students with diverse skills and perspectives. Cultural programs, sports, counseling, and technology-driven learning promote creativity, leadership, and resilience. Initiatives like personality development sessions and sustainable practices prepare students for personal and

professional success, nurturing well-rounded, socially responsible individuals.

Hamidia organized activities for holistic development, blending academics with cultural, ethical, and societal values. Skill Saturday and lectures like Kaushal Sambandhan emphasized skill-building and career readiness, while workshops on Vedic Mathematics, Disaster Management, and Sustainable Energy provided practical knowledge and life skills.

Cultural events, including World Poetry Day, Har Ghar Tiranga, and Amrit Mahotsava, fostered creativity and patriotism. Visits to old age homes, special schools, and village surveys nurtured empathy and social responsibility. Environmental activities like tree plantations and biodiversity awareness walks instilled eco-consciousness.

Programs like Human Rights Day, Constitution Awareness Day, and discussions on Gender Equality enhanced civic awareness. Engagements such as poster competitions, group discussions, and outreach to schools promoted inclusivity and societal impact.

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

1. Strengthening Research and Innovation A dedicated Research and Development Cell will be established to foster faculty and student research withInterdisciplinary projects addressing societal needs .

2. Promoting Digital and Blended Learning Plans include expanding ICT-enabled classrooms. Training sessions on digital tools and e-resources will equip faculty and students for hybrid learning environments.

3. Environmental Sustainability Initiatives "Zero Waste Campus" initiative. Tree plantation drives, biodiversity conservation, and green zone development will be expanded.

4. Community Outreach Programs Health camps, literacy drives, and skill-building workshops. NSS and NCC financial literacy programs targeting rural communities.

5. Skill Development and Employability New certificate courses in AI, data analytics, and entrepreneurship will be introduced.

6. Cultural and Value-Based Education Cultural festivals, heritage walks, and celebrations of important days will promote inclusivity, civic awareness, and traditions.

7. Infrastructure Development Library facilities will be digitized, laboratories upgraded, and student-friendly spaces created.

8. Hamidia College envisions excelling in all dimensions, including academics, student support, and research, while integrating Indian Knowledge Systems (IKS) as a key component of its journey as a Prime Minister College of Excellence (PMCOE). The institution is committed to fostering innovation, holistic education, and cultural enrichment to achieve this vision.