



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		HANDIQUE GIRLS' COLLEGE
Name of the head of the Institution		DR. UTPAL DUTTA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03612970214
Mobile no.		9401151236
Registered Email		hgcollege75@gmail.com
Alternate Email		iqachgcollege@gmail.com
Address		Handique Girls College, Dighalipukhuri West, Panbazar
City/Town		Guwahati
State/UT		Assam
Pincode		781001

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Women																														
Location	Urban																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	DR. BANDANA NABIS DAS																														
Phone no/Alternate Phone no.	03612970214																														
Mobile no.	9864033663																														
Registered Email	bnabisdas@gmail.com																														
Alternate Email	iqachgcollege@gmail.com																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://www.hqcollege.edu.in/wp-content/uploads/2021/12/AQAR-2018-2019.pdf																														
4. Whether Academic Calendar prepared during the year																															
	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.hqcollege.edu.in/wp-content/uploads/2020/03/Academic-Calendar-Aug-Dec-2019.pdf																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>78.05</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.87</td> <td>2011</td> <td>08-Jan-2011</td> <td>07-Jan-2016</td> </tr> <tr> <td>3</td> <td>B</td> <td>2.47</td> <td>2021</td> <td>31-Mar-2021</td> <td>30-Mar-2026</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	78.05	2004	08-Jan-2004	07-Jan-2009	2	B	2.87	2011	08-Jan-2011	07-Jan-2016	3	B	2.47	2021	31-Mar-2021	30-Mar-2026
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
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1	B+	78.05	2004	08-Jan-2004	07-Jan-2009																										
2	B	2.87	2011	08-Jan-2011	07-Jan-2016																										
3	B	2.47	2021	31-Mar-2021	30-Mar-2026																										
6. Date of Establishment of IQAC		21-Mar-2004																													
7. Internal Quality Assurance System																															

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
The 21st All Assam Sarat Chandra Goswami Memorial Inter College Debate Competition, a flag-ship event of the college was organised in collaboration with HGC	23-Aug-2019 1	56
Handique Girls College, Guwahati, conducted a Talk on Opportunity in Japan under the aegis of the Career Placement and Training Cell	09-Nov-2019 1	72
Vigilance Awareness Week observed. An elocution competition was organized by IOCL in collaboration with the placement cell of Handique Girls	30-Oct-2019 1	119
World Environment Day (online poster and writing competition)	05-Jun-2020 1	60
The Women Engineers Forum of Assam organised a talk on Rain Water Harvesting and Systems delivered by Mr. R.C. Sharma, Environment Specialist in collaboration with IQAC, Handique Girls College and the Eco Club of college.	12-Sep-2019 1	20
30-hour theatre workshop organised by Aangik under aegis of the IQAC, Handique Girls	09-Sep-2019 10	27
On the occasion of Independence Day logo designing & slogan writing Competition was organised by IQAC, on the theme- 1. Do away with single use plastics in the Campus 2. Conserve water	17-Aug-2019 1	30
The Computer Science Department with the IQAC has taken an initiative to reduce the use of Single use plastic in the	05-Sep-2019 1	19

college campus. To implement the scheme one water bottle was given to the newly admitted batch of students on the Freshmen Social.		
The 2nd Youth Poets Meet of Handique Girls College was organised under the aegis of IQAC	07-Sep-2019 1	13
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Chemistry, Handique Girls College	DBT Twinning Project	DBT, Govt. of India	2019 1095	10049480
Department of Physics, Handique Girls College	SERB Project	DST, Govt. of India	2019 1095	1843820
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

9

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

The IQAC of the college has taken an initiative to reduce the use of Single use plastic in the college campus by distributing water bottles to the newly admitted students.

On the occasion of Independence Day, Logo designing and Slogan writing competition was organised by IQAC, on the theme Do away with Single use Plastics in the Campus and Conserve water.

National Science Day 2020 Celebration at Handique Girls College.

The 2nd Youth Poets Meet of Handique Girls College was organised under the aegis of IQAC.

30 hour theatre workshop organised by Aangik under aegis of the IQAC, Handique Girls' College.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Widen course offerings by the teaching departments.	Introduction of PG courses in few departments have been planned.
Support innovation in teaching	The Institutional Advanced Bio Tech Hub has conducted training programmes for the students and innovators on: Basic molecular biology Techniques, Reverse transcription and Real time PCR, Basics of Bioinformatics, etc.
Encourage faculty research.	The college has a Research Cell to facilitate and monitor research activities in the college. It provides necessary guidance to the faculties in submitting research proposals to UGC and other funding agencies. Ongoing projects 2 major projects and 4 Teacher led Students projects, Completed projects 2 minor projects.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	19-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	02-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Handique Girls' College have adopted MIS. For better governance and discharge of our academic responsibilities we have been using several portal services. Salary and financial transactions are conducted through the FINAssam and PFMS portals. Students' examination form fillup and registration under Gauhati University are done under GU Portal. All records pertaining to students and receipts of internal transactions are maintained through Academy DCL. All communications from and with Govt. of Assam are carried out through the DHE MIS Portal. Besides these, we have been using NIRF, AISHE and NSP portal services. List of the portals currently used by the college is as follows:</p> <ul style="list-style-type: none"> • Academy DCL • FINAssam • GU Portal • DHE MIS Portal • National Scholarship Portal (NSP) • Public Finance Management System (PFMS) • National Institutional Ranking Framework (NIRF) • All India Survey of Higher Education(AISHE) • Fee Waiver Portal of Govt. of Assam • NHERC RUSA MHRD Portal

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution ensures effective curriculum delivery through a well planned and documented process. The institution adopts the curriculum overview provided by the Gauhati University. At the commencement of the Academic year, the Academic calendar is prepared for teachers, students of the college that provide information about the working days, tentative dates of examinations and days earmarked for other activities like college week, freshmen social etc. The college forms a routine committee for preparation of college class routine which deploys the units of time required for classes by all the departments including theory, practical, tutorial etc. The teachers prepare the teaching

plan of their respective subjects before the start of each semester .In such plans the number of classes needed by a teacher to complete his or her assigned portions are detailed along with the tutorial, class test, home assignments, unit test etc. The teaching plans provide an insight how the lecture class or practicals will be handled throughout the semester. Whenever a new course or paper is introduced by the affiliating university, its course contents are discussed and distributed to the teachers according to their preference and specialisation. Departmental staff meetings are held at regular intervals and all the aspects of the curriculum including course coverage and others matters are discussed. Seminar presentations by students are held every semester to assess effectiveness of curriculum delivery. All records of marks obtained by students in internal assessments are documented properly by the respective departments and kept ready for submission to the affiliated university s and when required.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BA in Home Science	01/08/2019
BSc	BSc in Mathematics	01/08/2019
BA	BA in Philosophy	01/08/2019
BSc	BSc in Physics	01/08/2019
BA	BA in Political Science	01/08/2019
BA	BA in Psychology	01/08/2019
BSc	BSc in Statistics	01/08/2019
BA	BA in Sanskrit	01/08/2019
BSc	BSc in Zoology	01/08/2019
MA	MA in Assamese	01/08/2016
MSc	MSc in Botany	01/08/2016
MSc	MSc in Chemistry	01/08/2016
MSc	MSc in Zoology	01/08/2016
BA	BA in Assamese	01/08/2019
BA	BA in Bengali	01/08/2019
BSc	BSc in Botany	01/08/2019
BSc	BSc in Chemistry	01/08/2019

BA	BA in Education	01/08/2019
BA	BA in Economics	01/08/2019
BA	BA in English	01/08/2019
BA	BA in Hindi	01/08/2019
BA	BA in History	01/08/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
6 months' certification course for Computer Basics Office Automation	25/02/2019	57
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	BA in Assamese	37
BA	BA in Psychology	21
BSc	BSc in Zoology	17
BCA	BCA	40
BA	BA in Economics	1
BA	BA in Political Science	116
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The institution conducts a structured feedback system for the final year students at the end of every semester. The feedback forms are collected from the students and analyzed by a team of members nominated by the Principal of the college. Based on the analysis of the feedback, actions are taken by the principal followed by the Department Heads. Parent- teachers meetings are conducted by each department and information regarding their academic performance, attendance in class are shared with them. Feedbacks are also taken

from the parents and alumni for any suggestions or overall reforms in the teaching learning process.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	MSc in Zoology	15	180	15
MSc	MSc in Chemistry	15	84	15
MSc	MSc in Botany	8	113	8
MA	MA in Assamese	20	101	20
BCA	BCA	30	50	31
BSc	BSc	255	1009	194
BA	BA	652	1917	523

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2015	116	52	Nil	22

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
117	117	27	43	2	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring system is an effective two-way communication bridging the gap between the teachers and students. The mentoring system in Handique Girls' College is a continuous process from the beginning till the end of the academic career of each and every student. The students with major or honours of each department are divided semester wise and allotted under the mentorship of the departmental teachers. The mentors meet the students allotted to them from time to time and guide them in every aspect including academic and personal matters. Mentors interact with the mentees to overcome all the issues and problems faced by them. Students are highly encouraged by the mentors to participate in different activities of college like sports, NSS, NCC, WWF, ECO club etc, cultural and other fine arts events. The mentoring of students has helped to identify and understand the status of slow learners and encourage advanced learners. A documented record of the mentoring

process is maintained by the mentor teacher and the HOD. Besides, mentoring on grooming of students get a further boost during departmental activities and other functions like college week, youth festivals, sport/cultural/literary competitions etc. Student's Counselling Cell and Career Counselling and Placement Cell have also been playing a good role in mentoring of students. The mentoring activities of the institution encourage academic excellence, self-esteem and personal growth of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2131	117	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
90	75	15	Nil	57

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Akhtar Hussain	Assistant Professor	Recognized as one of the top 5 of the highly cited authors in the Royal Society of Chemistry, UK Journals
2020	Dr. Akhtar Hussain	Assistant Professor	Recognized as an Outstanding Reviewer for the journal Chemical Communications published by the Royal Society of Chemistry, UK
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	6 Semester	21/05/2019	12/07/2019
BSc	UG	6 Semester	21/05/2019	12/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Handique Girls' College is an affiliated college under Gauhati University. Hence, the college authority has to follow the system of Continuous Internal

Evaluation (CIE) adopted by GU. 1. Various tools are used by the teachers in the college for continuous internal evaluation of the students. Class tests, writing assignments, seminar presentation, group discussions are part of CIE for assessment of the students. 2. The above evaluation strategies are planned for by individual teachers in accordance with the Academic calendar and class routine to schedule the activities. 3. An evaluation is ideally designed so that every student in a class has an opportunity to achieve a degree of success, which in turn enthralls learning and this finds reflection in an improvement in subsequent test scores. 4. Transparency in evaluation is maintained with students having access to their marked papers and an opportunity to seek re-evaluation. 5. The use of multiple evaluation strategies means that students can display their learning achievements through the strategy with which they are comfortable. 6. To support the CIE activities, faculty competence is addressed through workshops on question preparation and training in use of ICT tools. 7. Sessional examinations which are conducted by the College as per the guidelines of the affiliating university are also a form of internal evaluation. 8. Re-examination for sessional exams has been initiated for students unable to sit due to genuine causes. 9. The Examination Committee of the College has brought out an Examination SOP for smooth functioning of the examination process. 10. Student's Progress Monitoring Card is available in each department wherein the record of attendance, and academic work of a student is maintained and the report is informed to the parents/guardians. 11. The examination committee keeps record of all Answer scripts and loose sheets and other documents centrally. 12. A web portal for MCQ test has been developed for the students of Computer Science.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar is prepared by the college at the beginning of each academic year. As the institution is affiliated to Gauhati University, the academic schedule including examinations and other events of the College is prepared taking into account the academic calendar of GU. The academic calendar contains the schedule of classes, sessional examinations, College functions and festivals. The individual departments are assigned to specify the dates for Group Discussions, project works, field visits, home assignments etc. Faculty members of each department prepare lesson plans for each semester in consultation with the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.hgcollege.edu.in/academics/course-outcomes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BCA	BCA	17	14	82.35
UG	BSc	BSc	115	105	91.30
UG	BA	BA	435	395	90.80
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.hgcollege.edu.in/wp-content/uploads/2022/01/Overall-SSS-on-Teaching-Learning-Process-2019-2020.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	Handique Girls College	75000	0
Minor Projects	730	UGC	225000	0
Minor Projects	540	ASTEC, Govt. of Assam	125000	0
Major Projects	1095	SERB, Govt. of India	1843820	720000
Major Projects	1095	DBT, Govt. of India	10049480	4211520

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NA	NA	Nil	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	NA	NA	NA	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	1	0
International	Education	1	0
International	Psychology	1	0
International	Botany	1	0
International	Political Science	1	0
International	Chemistry	7	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	1
Assamese	1
English	3
Chemistry	8
Zoology	1
Economics	3
Education	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	1	Nil	Nil

Presented papers	Nil	2	3	Nil
Resource persons	Nil	1	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness programme to celebrate National Girl Child Day 2020	NSS Unit, HGC	1	40
Blood Donation Camp	NSS Unit, HGC in collaboration with MMC Hospital and NSS Unit, Cotton University	4	44
Poster making competition on the Ek Bharat Shrestha Bharat Programme 2019-20	NSS Unit, HGC	3	12
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NA	NA	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	Lal Singh LP School, Guwahati	To mark "Swachhta Hi Seva", a talk on "Awareness Programme on Handwashing, Health and Hygiene" was organised by the Eco Club in collaboration with Advanced Level	5	131

		Institutional Biotech Hub of our College at Lal Singh LP School, Guwahati 31/09/2019		
DBT Star College Schemce	Lalsing Academy, Kharghuli	Special Lecture Programme, 28/11/2019	1	40
Community Teaching	AEC ASTU	Community Teaching Programme	3	10
DBT Star College Schemce	Lalsing Academy, Kharghuli	Grooming and Mentoring of students at a local school on 06/07/2019	3	20
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	Field project on study on effects of different processing techniques on colposcopic images	IASST	03/02/2020	03/06/2020	2
Academic	Field project on IoT based Air quality monitoring system	USIC, Gauhati University	03/02/2020	03/06/2020	2
Academic	Internship	Global	01/07/2019	15/07/2019	7

	on Mental Health	Organisation for Life Development, Pub Sarania			
Academic	Internship on Mental Health	Assam Pradeshik Mahila Samiti, Guwahati Club	01/07/2019	15/07/2019	7
Academic	Internship on Mental Health	Family Counseling Center, Ulubari	01/07/2019	15/07/2019	7
Academic	Field project on applying machine learning techniques on GPR data	Gauhati university	02/03/2020	02/12/2020	2
Academic	Field project on store management system	NEEPCO	02/03/2020	02/12/2020	2
Academic	Field project on data storage module of clean energy efficiency calculation Rodalee rooftop solar installation	APDCL	05/01/2020	30/07/2020	5
Academic	Field project on python based application for biological sequence analysis	NIELIT	02/03/2020	02/11/2020	2
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Rotary Club of Guwahati	04/10/2019	Maintenance of the District Grant	Nil

		Project of the Club	
Pragjyotish College	16/11/2019	Non Formal Course in Spoken Sanskrit under Rastriya Sanskrit Sansthan	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3300000	8016388

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	47382	Nil	18	3525	47400	3525
Reference Books	4311	Nil	35	17765	4346	17765
e-Books	3135000	5900	Nil	Nil	3135000	5900
e-Journals	6001	Nil	Nil	Nil	6001	Nil
Journals	19	21150	Nil	Nil	19	21150
Digital Database	5	Nil	Nil	Nil	5	Nil

CD & Video	192	Nil	Nil	Nil	192	Nil
Others (specify)	365	46469	14	4320	379	50789
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	130	5	1	32	1	9	20	100	0
Added	0	0	0	0	0	0	0	0	0
Total	130	5	1	32	1	9	20	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1421000	697564	3300000	3180855

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>The maintaining and planned utilization of physical, academic and support facilities in the College is essential for creating an environment that is appropriate and adequate for learning. The systems and procedures that are followed for this is detailed in the provided link.</p> <p>https://www.hgcollege.edu.in/wp-content/uploads/2021/12/Procedures-and-Policies-for-Maintenance.pdf</p>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	PMS SC, PMS ST, PMS SC, PMS OBC, PMS Minority, DHE Assam, Fee Waiver, CS, APST, UMBRELLA, ISHAN UDAY, PGIGSGCS	530	Nil
b) International	NIL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	28/03/2020	5	Student Support Cell
Personal Counselling	14/03/2020	8	Student Support Cell
Personal Counselling	29/02/2020	9	Student Support Cell
Personal Counselling	22/02/2020	8	Student Support Cell
Talk on mental Health of College students	08/02/2020	29	Student Support Cell
Health and Hygiene Cell Handique Girls College in collaboration with B. Borooah Cancer Institute organized a program on Cancer Prevention and Control.	29/10/2019	75	Health and Hygiene Cell
Handique Girls College, Guwahati, conducted a Talk on Opportunity in Japan under the aegis of the Career Placement and Training Cell	09/11/2019	72	Career Placement and Training Cell
6 months'	02/09/2019	490	IIT Mumbai

certification
course for Computer
Basics Office
Automation

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Scope of Higher Studies in USA	Nil	109	Nil	Nil
2019	Talk on Opportunity in Japan under the aegis of the Career Placement and Training Cell	Nil	72	Nil	Nil
2020	Talk on Women in Science	Nil	120	Nil	Nil

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
15	12	95

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	Assistant Professor Department of Social work, USTM, Meghalaya, Assam Academy School, Guwahati	26	26

Bank,
AthgaonOil
India Limite
d,Duliajan,A
ssamGVK EMRI
,108,Guwahat
iRays of Bel
ief,Gurgaon
: Child Psyc
hologist,
etc.

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	BA	History	Gauhati University	MA in History
2020	1	BA	History	Cotton University	MA in Histroy
2020	1	BA	History	Internatio nal Institute of Hotel Management, Calcutta	Hotel Management
2020	1	BSc	Microbiology Passcourse	Presidency University	MSc in Life Science
2020	1	BSc	Zoology	Tripura University	MSc in Microbiology
2020	1	BA	Psychology	Tata Institute of Social Sciences	MSW in Counseling
2020	1	BA	Psychology	Christ University	MSc in Clinical Psychology
2020	1	BSc	Botany	Sikkim Central University	MSc in Botany
2020	1	BA	Education	Banaras Hindu University	MA in Education
2020	1	BA	Political Science	Pondicherry University	MA in Political Science

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	8
SLET	3
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Recitation Competition (YPM 2019)	State	13
2nd Youth Poets' Meet	State	25
Sarat Chandra Memorial State Level Debate competition	State	56
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nitya Vibhushan Award	National	Nil	1	T1SS/R14 4/18	Ruprekha Das
2019	Enigma Miss International 2019	International	Nil	1	H1A/C100 57/19	Nikita P riyadarshini
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students of the college play a vital role in academic and administrative bodies through the Student Union election to which is held every year. The students elect the President, Vice President, General Secretary, Asst. General Secretary and Secretaries for Cultural, Debate, Games (Minor and Major), Magazine, Community service Common Room. The elected representatives assume their responsibilities for various students' activities. There is provision to allot teacher in-charge to guide the union body representatives. The students Council/Union has an adopted constitution based on Lyndoh Commission Report which was adopted by the general body of students on 03/09/2011 in the name of "Handique Girls' College Students union". The activities of the Students Union include the following: ? Providing a forum for discussion of students' issues and representation of the students' views in the relevant quarters. ? Creating awareness about students' rights. ? Supporting the College administration in creating an atmosphere conducive to learning. ? Organizing College functions including the Annual College Week (Cultural Sports competitions, Exhibitions), inter-college competitions, Republic Day and Independence Day, Yoga camp, Saraswati Puja, ? Participation in Youth Festival held every year by the affiliating university. ? Participation in various activities like quiz, debate held in other institutions. ? Bringing out the Annual College Magazine. ? The council/Union actively associates with the campus cleaning and other activities

of the NSS and the NCC. The college allots finance to meet various activities of Student Union of the College. Student Representation in Administrative and Academic Bodies Apart from Student Council/Union there are several committees where students play active roles in realizing their full potential. Students represent in almost all statutory bodies of the college like the IQAC, Planning Committee, Library Committee, Anti-Ragging Committee, Student Grievance Redressal Committee etc. All important decisions in the college are taken only in consultation with the students to ensure their interests.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

435

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1. Annual General Meeting and formation of new executive committee, OHA on 27.08.2019
2. An executive committee meeting (OHA) was held on 10.09.2019 to discuss the registration process of the Alumni Association of HGC.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The practices of decentralization and participative management aim to ensure the best possible involvement and representation of all the stakeholders of the college in its journey towards excellence. In this context, the two practices that we would like to cite are: 1. Admission Committee- Every year before the beginning of the process of new admissions the college authority appoints a senior teacher of the college as Admission Committee Convenor. Several sub-committees are also formed for smooth functioning of the admission committee. All the sub- committees have representatives from all the teaching departments, central library and the Principal's office which is fully democratic as a practice. All the members appointed to the different committees and sub-committees work with dedication for successful completion of the entire admission process. 2. Governing Body- the Governing Body (GB) of the college, formed as per government guidelines laid down from time to time, is a fine example of participative management of the institute. Besides the Govt. appointed Chairperson and the Principal as the ex-officio Secretary, the GB of the college has as its esteemed members representatives from the teachers (one each from the Arts and Science streams elected by the Teachers' Unit of the college), Vice-Principal (ex-officio), librarian (ex-officio), one elected representative from the office, three guardian representatives, two university nominees and one donor member. All these members representing the different constituent parts of the college as well as the civil society ensure an exemplary participative management of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<p>The college abides by the rules of its affiliating university i.e., Gauhati University with respect to any quality improvement strategy regarding curriculum development. The college allots 15 faculty members which represents the college as members of the CCS of GU particularly for UG (CBCS) courses and for PG courses one faculty member do the same. These allotted members have contributed in developing the syllabus of UG as well as PG courses of GU through their valuable suggestions and opinions.</p>
Teaching and Learning	<p>The teaching and learning process has been given full emphasis in the college. Preparation of lesson plans prior to the commencement of each semester is mandatory for all teachers. The lesson plans include objectives, introduction, inputs and activities, closure review and materials needed. Thus the lesson plan reflects the individuality, creativity and teaching style of a teacher. Additionally, student mentoring system, tutorial and enrichment programmes are implemented for better expansion of the teaching learning process. Students are encouraged to attend workshops, seminars, internships etc. Peer to peer learning is encouraged where both the advance and weak learners get an opportunity to share their thoughts and views.</p>
Examination and Evaluation	<p>Examinations are conducted according to guidelines and programmes fixed by Gauhati University. Form fill-up and payment of examination fees are done through online mode only. Internal assessment which includes sessional examination, home assignment, project work, seminar presentation, etc. are conducted by the teaching departments. Re-test is taken for those who could not appear scheduled internal examinations on genuine ground. Students are allowed to see evaluated scripts and seek clarifications if needed. The college has an SOP to perform all exam related works which bear testimony to the fact that the college has adopted a fully transparent</p>

policy for all examinations.

Research and Development

The college encourages the teachers and interested students to undertake research activities. At present the college has 9 recognized Ph.D. supervisors by Gauhati and other universities. 3 science laboratories namely the labs of the departments of Botany, Chemistry and Statistics have been accorded recognition for Ph.D. level research. The college emphasizes on maintaining the required facilities in its laboratories. The college has retained the scheme of Teacher-led-students' project under which approved research proposals are awarded a monetary grant of Rs. 15,000/- to 20,000/-. Approval to such projects are given only after the receipt of recommendation letters from reputed external experts.

Library, ICT and Physical Infrastructure / Instrumentation

To improve the quality of library we have a fully automated central library with the ILMS SOUL 2.0.0.12 along with N-LIST services under e-ShodhSindhu Consortium of INFLIBNET. Almost all the classrooms are ICT enabled which facilitate PPT presentations. The Wi-Fi and central computer centre facilities in the campus reflect our resolve to offer ICT facilities. To improve our physical infrastructure and to accommodate the emerging classroom requirements we have extended our teaching facilities to the hostel campus. In the front of instrumentation we have procured equipments like-AUTOCLAVE (BIOTECH HUB), THERMAL CYCLER 100Tm as and when needed.

Human Resource Management

The college authority emphasizes on engagement of all the teachers in different committees and sub-committees as per their potentialities. Whenever there is a shortage of staff for some unforeseen reason and non-recruitment at government's end, College appoint contractual staff for smooth functioning of the college. In recognition to service offered for different types of official accounting works viz. Tax, Arrear Calculation, etc. are taken care of by the authority.

Industry Interaction / Collaboration

The college encourages and promotes its students to interact with different industries and institutes located both

inside and outside the state of Assam. To give them exposure, teaching departments organise visits and interactive programmes with different institutions and organizations like- IIT- Guwahati, ICAR, APDCL, ASTC, IASST, NRL, Guwahati Refinery, Kaziranga Tea State, ICES, Kolkata. The internship programmes and field projects are also conducted at different NGOs that fall under the purview of Assam State Welfare Board. We have also signed a few MoUs for collaborative works to train our students.

Admission of Students

The college follows the guidelines and circulars of DHE, Assam for all admissions including reservation to different category. Admission is done purely on merit basis. The Admission Committee of the college looks after the entire process of admission. The transparency in the admission process is monitored by the committee that comprises of college authority, faculty members, office staff and student representatives. Our admission policy is non-discriminatory and all accommodative.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	<p>Information about student admission and support have been made available on the college website. Admission guidelines are published online for the convenience of students and guardians. Application forms for admission need to be submitted through online mode only. Merit lists, including the waiting lists, for admissions into various courses offered by the college are also displayed on the college website. Application and admission fees in our college are accepted only through online mode.</p>
Examination	<p>Most of the processes in the area of examination are governed online. Examination schedules and circulars from the competent authority are uploaded on the college website. As per the guideline of the affiliating university, students register themselves online at the outset of their course and subsequently they also need to fill up their examination forms online. Teaching departments submit</p>

	marks for internal evaluation on the GU portal.
Administration	In the area of administration the college website provides entire details of departments and committees. Academy DCL software is used for administrative purposes. Notices and circulars are also served through different Whatsapp groups and e-mail to reduce use of paper and to save time as well. The submission of important information and data to the O/o the DHE is also done through e-mail whenever instructed.
Finance and Accounts	The college has been using Tally 9 and FinAssam, portal of Department of Finance, Govt. of Assam, in matters of finance and accounts. All salary bills of the college are sent online to the Kamrup(M) treasury. POS Terminals are installed in the college for cashless transactions.
Planning and Development	The college has continued with the Academy DCL software provided by Adroit Digisoft Solution Pvt. Ltd. in 2008. The website of the college contains all the relevant details pertaining to courses offered, academic calendar, details about girl's hostel, students' union, fitness and computer centres, NCC, NSS, library, extra-curricular activities, etc. Important notices and information are also circulated on the website. Students can also offer their feedback online by visiting the college website.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NA	NA	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

2020	A Webinar on- "Awareness Programme on Use of Online E-R esources"	Nil	11/06/2020	11/06/2020	50	Nil
2020	Online workshop on "Creative Writing: The World and the Word"	Nil	17/06/2020	17/06/2020	50	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Swayam Arpit Online Course Certification	1	01/09/2019	15/01/2020	105
Workshop on Online Basic Training on use of ICT in Teaching, organized by Teaching Learning Centre, Tezpur University under PMMMMNTT Scheme of Ministry of Human Resource Development, Government of India.	3	20/04/2020	23/04/2020	4
Online FDP on 'Teaching Pedagogy', organised by IQAC of Dr. R.K.B. Law College, Dibrugarh, in collaboration with Skillfinity and TLC, Tezpur	1	22/06/2020	28/06/2020	6

University				
Virtual FDP on 'Moodle Learning Management System' organised by Central Library and IQAC, Don Bosco College, Itanagar in association with Spoken Tutorial, IIT-Bombay	1	15/06/2020	19/06/2020	6
FDP on Digital skills for smart teaching, Annamalai University	1	12/06/2020	18/06/2020	6
National Level Five Day Faculty Development Programme on Tools And Techniques For Teacher In Post Covid-19 Scenario, Conducted and Organized by Young Researchers Forum, Mumbai, Maharashtra, India in association with Department of Social Work, Dr.B.R A	1	01/06/2020	05/06/2020	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
90	Nil	16	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Kalyan Nidhi	The college has provided NPS facility for its employees working on post sanctioned by the	Student Aid Fund

college management.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal audit: The college conducts internal audit every year. For the purpose a former employee from the Dept. of Audit, Govt. of Assam has been appointed by the college authority. **External Audit:** External Audit is carried out at regular intervals by auditors nominated by the Directorate of Audit (L/F), Govt. of Assam.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

28965409.18

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

o Workshops have been conducted to build faculty skills in areas like use of ICT in classroom teaching and Mentoring for effective curriculum delivery. o Two new certificate courses-The Spoken Tutorial Project (FOSS- Free and Open Source Software) developed by IIT-Bombay renewed as 6 months' certificate course for Computer Basics Office Automation and Three Week Certificate Course in Drama have been introduced. o Teacher-led-students research projects.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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2020	An Awareness Programme on Tobacco and TB	15/02/2020	Nil	Nil	200
2020	Industrial Motivation Campaign for promotion of Women Empowerment in MSME	06/03/2020	Nil	Nil	120
2019	Poster Making and Slogan Competition, an initiative for Reduction of Single Use Plastic in the Campus and Conservation of Water	17/08/2019	Nil	Nil	30
2019	30-hour theatre workshop organised by Aangik under aegis of the IQAC, Handique Girls	09/09/2019	Nil	Nil	27
2019	Handique Girls College, Guwahati, conducted a Talk on Opportunity in Japan under the aegis of the Career Placement and Training Cell	09/11/2019	Nil	Nil	72
2019	October being the Breast Cancer awareness month, Health and	21/10/2019	Nil	Nil	75

Hygiene Cell
Handique
Girls
College in c
ollaboration
with B.
Borooah
Cancer
Institute
organized a
program on
Cancer
Prevention
and Control

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Certificate course conducted by Women's Studies Cell	24/02/2020	06/03/2020	175	Nil
International Women's Day celebrated by Talk on "Each for Equal" followed by screening of film-"Monalisa Smile"	07/03/2020	07/03/2020	175	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2020	Nil	1	24/01/2020	Nil	Awareness programme to celebrate National Girl Child Day 2020	Child education, dowry, infanticide, widow remarriage, women health etc.	41
2019	Nil	1	31/10/2019	Nil	Talk on "Awareness Programme on Handwashing, Health and Hygiene"	Health and Hygiene	60
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Code of Professional Ethics, College Rules and Regulations for all stakeholders is available on the College website- https://www.hgcollege.edu.in/iqac/code-of-conduct/

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga and meditation Course	21/05/2019	04/06/2019	12
Certificate course on Women's studies	24/02/2020	06/03/2020	175
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<ul style="list-style-type: none"> • The college discourages use of plastic that can degrade the environment • To reduce carbon emission inside the campus we have restricted ourselves from entering vehicles into the campus unless it becomes unavoidable • To reduce electricity consumption we have installed LED lamps and some other eco-friendly electrical equipment • Recycling of papers • Installation of separate dustbins for bio-degradable waste and non-biodegradable waste.
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The details of two best practices successfully implemented by the institution as per NAAC format is attached below.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.hgcollege.edu.in/wp-content/uploads/2021/12/Best-Practices-2019-2020.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Holistic education Handique Girls' College was established in 1939. The vision of the College has been shaped keeping in mind that the college is pioneering institution of higher education for women in the northeast of the country. This College came into existence, as its founding Principal, Rajabala Das, had dreamt of establishing an institute which would empower through education, in the process of nation building. Cherishing the ideals of its founder, the College seeks to empower its students with a holistic education to be creators and members of an ideal society. This is distinctive to its vision. The College approaches for a holistic development of an individual through education. In fulfilling the academic requirement of their chosen programme of study, students not only attend classroom lectures but also write assignments, participate in seminars and group discussions, and undertake project work. Opportunity for a student to learn by doing is there in the form of the Teacher-led student projects funded by the College and internships. e- Resources, interaction with invited faculty further enrich the learning experience of students as do field trips and study tours organized by the College. Along with the progress in the curriculum the college creates opportunities for students to involve themselves in the co-curricular activities. There is provision for the students to participate in a variety of activities like Debate, Competitions, Musical Performances, Staging of Art and Handicraft exhibitions, etc. Students also participate in yoga and sports activities, including adventure sports, and undertake other outdoor activities like nature walks and bird watching. Activities under NCC and NSS add another dimension to students' experience in the College. Besides, curricular and co-curricular activities, the College emphasizes on basic human values of truth, honesty, loyalty, mutual trust, compassion and respect for others. The certificate course offered by the Women's Studies Cell especially reiterates the core values of the Institution. Engaging in activities in the classroom and outside it, students acquire disciplinary learning and hone their talent or discover new talent. They also learn to bridge social gaps, work as a team and value co-operation. Team work allows to develop and improve Communication skills and organizational skills and decision-making develop. Leadership qualities emerge, supported by the College's conscious decision to retain its single-gender character which makes every leadership role available to women and creates role models. The success of the students can be measured by their performance in the university examinations which also help them to move forward towards higher academic goals. Others have found their passion to lie elsewhere and have gone on to make their mark in music, theatre, fine arts, literature and sports. Then there are those who have joined civil services, defence services and the corporate sector to make successful careers. Some have ventured into journalism and many have found their niche as entrepreneurs, social service volunteers and NGO leaders. There are also those who are successful homemakers. All are women who have been empowered to contribute to nation-building and creation of an ideal

society.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

- Submission of NAAC Self Study Report (Cycle 2).
- Training and workshops for use of ICT tools and digital learning.
- Adaption of complete online mode of Admission process.
- Encourage Faculty Research.