



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution

Dr. MGR-Janaki College of Arts & Science for Women

- Name of the Head of the institution **Dr.R Manimekalai M.Sc, M. Tech, Ph.D**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04424937382**
- Mobile no **9444812212**
- Registered e-mail **admin@mgrjanaki.ac.in**
- Alternate e-mail **principal@mgrjanaki.ac.in**
- Address **Sathyabama MGR Maligai 11 & 13, Durgabai Deshmukh Road Raja Annamalai Puram**
- City/Town **Chennai**
- State/UT **Tamil Nadu**
- Pin Code **600028**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **University of Madras**
- Name of the IQAC Coordinator **Dr. Ragitha Radhakrishnan**
- Phone No. **04424937382**
- Alternate phone No. **9600102949**
- Mobile **8075681698**
- IQAC e-mail address **iqac@mgrjanaki.ac.in**
- Alternate Email address **ragitha@mgrjanaki.ac.in**

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

<https://www.mgrjanaki.ac.in/iqac-/iqac-aqar.html>

4. Whether Academic Calendar prepared during the year?

Yes

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

[Yes](#)

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.86	2012	15/09/2012	14/09/2017

6. Date of Establishment of IQAC

02/06/2004

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

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 **13**

- 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)

ISO 9001:2015 accreditation

Organization of Endowment lecture and book release

IAS coaching for 200 second year students

Knowledge sharing sessions by faculty members of all the departments

Organization of eye opener sessions, Conferences and Seminars

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
Accreditation by international agency	Accredited as ISO 9001:2015 by TUV Nord
All departments to conduct conferences or seminars	23 seminars/conferences were organized
Organize FDP for all teachers	A five day virtual FDP was organized at the start of academic year. Teachers also attended FDPs organized by other organizations
All PG students to attend competitive exams compulsorily	Students registered for SSC and TNPSC exams
Collaborations and tie-ups with various organizations	MoUs were signed with SMART WAY COMPASS CLOCK CONSULTANCY INNOVATIVE HR AND TRAINING SERVICES MUTHAMIZH SOLVENDHAR MANDRAM AMPHENOL OMNICONNECT INDIA PVT LTD - GL MURUGAN & CO. - INTERNSHIP SATHYABAMA UNIVERSITY
Coaching to be given to students for competitive exams	IAS coaching for 200 students conducted by Sai IAS Academy sponsored by college management

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

- Name of the statutory body

Name	Date of meeting(s)
Management	17/04/2024

14. Whether institutional data submitted to AISHE

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• if yes, whether it is uploaded in the Institutional website Web link:	Yes				
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6.Date of Establishment of IQAC			02/06/2004		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			13		
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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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11. Significant contributions made by IQAC during the current year (maximum five bullets)		
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Organization of Endowment lecture and book release		
IAS coaching for 200 second year students		
Knowledge sharing sessions by faculty members of all the departments		
Organization of eye opener sessions, Conferences and Seminars		
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Management	17/04/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	20/03/2024
15.Multidisciplinary / interdisciplinary	

The institution, affiliated with the University of Madras, offers a range of undergraduate and postgraduate programs in Arts, Science, and Humanities, all following the Choice Based Credit System (CBCS). Notably, they provide a unique 5-year integrated MA Natya program encompassing dance, music, theatre, yoga, philosophy, and history, as well as an interdisciplinary M.Sc Bioinformatics program merging Biology, Computer Science, and Mathematics.

Key features include:

- Non-major elective courses for undergraduates to explore multidisciplinary education.
- Value Education courses for undergraduates, focusing on life skills.
- Encouragement for postgraduates to engage in multidisciplinary project works.
- Industry-relevant skill development courses for both undergraduates and postgraduates.
- First-year undergraduates receive training in Communicative Skills, Soft Skills, and Non-major electives.
- Second-year undergraduates focus on Computing Skills, Personality Development, and Environmental Studies.
- Third-year undergraduates participate in Value Education, Internship, and Placement Training.

16.Academic bank of credits (ABC):

The Institution follows the norms of the affiliating university for the credit system.

17.Skill development:

The institution supplements the Affiliating University's soft skills training with additional initiatives aimed at enhancing students' employability. Mandatory certificate courses and month-long internships for second-year undergraduates equip them with practical skills vital for the competitive job market. The institution fosters partnerships with industries and training organizations, including the ICT Academy of the Government of Tamil Nadu, for comprehensive skill development.

Noteworthy efforts include:

- Collaborations with industry and training partners for skill development.
- Vocational learning opportunities such as basic tailoring

and block printing, facilitated by the vocational learning center.

- Entrepreneur Development Cell and Student Development Cell encouraging students to pursue vocational skills training.
- Specialized training for differently-abled students in theatre skills by the National Film Development Corporation.
- Value education curriculum covering humanistic, ethical, constitutional, and universal human values, supplemented by expert-led sessions promoting positivity.
- Elective industry-relevant skill development courses available to all undergraduate and postgraduate students.

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

The institution integrates cultural and traditional elements into various aspects of student life and curriculum:

- First-year students receive basic Yoga training.
- Language studies include Basic or Advanced Tamil, with Sanskrit offered as a foundation language.
- The Natya and Sanskrit department offers a certificate course on Indian epics, music, dance, theatre, and mythology.
- An annual college play, directed by Natya department faculty, explores themes of culture and tradition.
- Eye-opener sessions and guest talks focus on topics relevant to Indian thought and philosophy.
- Final-year students engage in value education classes covering Indian ethics, ideology, and philosophy.
- Indian festivals are celebrated with enthusiasm to promote tradition and culture.
- Daily morning assemblies include secular prayers, with Fridays having a special focus.

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

Since academic year 2020-21, the institution has adopted outcome-based education as prescribed by the affiliating university. This approach is implemented through customized lesson plans that outline program outcomes (PO) and program-specific outcomes (PSO). Students are made aware of these outcomes, as well as course outcomes (CO), through the curriculum and orientation programs.

At the conclusion of each program, the attainment of these

outcomes is analyzed and assessed. Students participate in discussions about their achievements in relation to the specified outcomes. This ensures a comprehensive evaluation of students' learning experiences and their ability to meet the established educational objectives.

20.Distance education/online education:

The institution embraces a blended/hybrid model of education, combining on-campus activities like lectures, seminars, workshops, and club events with online components such as guest lectures, webinars, and virtual learning platforms. Google Meet is the preferred platform for synchronous learning due to its ease of use and capacity for larger participation. Google Classroom facilitates classwork and assignments management.

Additionally, flipped classroom methods, including activity-based learning, classroom activities, quizzes, and puzzles, enhance student engagement. Encouragement for students and faculty to enroll in Massive Open Online Courses (MOOCs) is given, with many students completing courses through platforms like NPTEL, gaining industry-relevant skills. The institution serves as a learner support center for Indira Gandhi National Open University, further facilitating distance education initiatives. Serving as a learner support center for IGNOU allows the institution to extend educational opportunities to a wider audience, including those who prefer or require distance learning options. By providing comprehensive support services, they aim to enhance the learning experience and success of IGNOU students.

Extended Profile

1.Programme

1.1 584

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

File Description	Documents
Data Template	View File

2.Student

2.1 3832

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 532

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

File Description	Documents
Data Template	View File

2.3 1200

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 146

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 147

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	584
File Description	Documents
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2.1 Number of students during the year	3832
File Description	Documents
Institutional Data in Prescribed Format	View File
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File Description	Documents
Data Template	View File
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File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	146
File Description	Documents
Data Template	View File

3.2	147
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	58
Total number of Classrooms and Seminar halls	
4.2	87.98
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	294
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The curriculum of the college aligns with the University of Madras' CBCS pattern, emphasizing 140 credits for UG and 91 credits for PG programs. Rooted in the college's vision of empowering women with competence, culture, and confidence, the curriculum integrates various elements to foster holistic development, ethical values, and employability.

Key components of the curriculum include academics, internships, employability skills, sports, cultural activities, and social work, all outlined in the college calendar distributed at the start of each academic year. The Internal Quality Assurance Cell orchestrates the action plan, while departments devise planners for execution, encompassing seminars, workshops, conferences, guest lectures, internships, and club activities.

Teaching involves meticulous planning, with faculty maintaining log books for each subject to track classes, attendance, tests,

and performance. First-year students undergo orientation on credit schemes, evaluation patterns, and college activities, including bridge courses, syllabus presentations, and career guidance sessions.

Learning experiences are enriched through guest lectures, seminars, webinars, internships, industrial visits, certificate courses, and employability training. Club activities provide platforms for students to showcase their potential, while remedial coaching supports those in need and enrichment opportunities cater to high achievers. MOOC courses and special attention are provided for special students, ensuring inclusive education.

Regular class committee meetings gather student feedback for corrective measures, while written feedback is obtained at the end of each semester. Principal-faculty discussions post-result analysis aim to enhance student performance, with special efforts made for special students' inclusion and exposure beyond the college through training opportunities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Dr. MGR-Janaki College strictly follows an academic calendar that encompasses the conduct of Continuous Internal Evaluation (CIE). This CIE system is an integral part of the college's academic framework, ensuring ongoing assessment and feedback for students throughout the academic year.

The academic calendar includes a structured plan for conducting internal assessments at regular intervals throughout the year. This schedule is communicated to both faculty and students at the beginning of each academic session.

Faculty members provide continuous feedback to students based on their performance in various CIE components. This feedback helps students understand their strengths and areas for improvement, enabling them to take corrective actions in a timely manner.

The CIE system encourages active student participation in the learning process. Students are motivated to stay engaged with course material throughout the year, knowing that their performance will be evaluated continuously.

The college maintains quality assurance mechanisms to ensure the fairness and consistency of the CIE process across different courses and departments. This may involve periodic reviews of assessment practices and calibration sessions for faculty members.

The CIE results are integrated into the overall assessment of students' academic performance. They contribute to a certain percentage of the final grade or serve as a basis for identifying students who may require additional support or interventions.

The CIE system adheres to the guidelines prescribed by the University of Madras, ensuring compatibility with the broader academic framework and facilitating smooth transition for students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

21

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)

101

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

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

2504

File Description	Documents
Any additional information	No File Uploaded
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

1. Eye Opener Sessions: Regular sessions cover topics such as spirituality, health, gender, laws, social ethics, environmental concerns, AIDS awareness, and self-defense.

2. Extension Activities: First-year students participate in NSS, Rotaract, Red Ribbon Club, or Youth Red Cross, engaging in activities like awareness programs, rallies, blood donation camps, and community talks.

3. Syllabus Enrichment: Second-year students study environmental studies and soft skills for personality development, final-year students study value education

4. Festival Celebrations: Religious festivals incorporate components focusing on environmental issues and charitable causes, organizing competitions to raise awareness about culture, climate change, and sustainable practices.

5. Club Activities: Departmental clubs like Eco Club, Earth Club, and Green Health Club engage students in community-friendly activities such as maintaining herbal gardens, vermicompost pits, and cleaning campaigns.

6. Seminars and Workshops: Women's Day seminars feature successful women from various fields, while departmental workshops address topics like IPR, gender equity, disability issues, environment conservation, and mental health.

7. Notices and Student Responsibilities: Notices promote environmental awareness, and department clubs managed by students promote leadership and organizational skills.

8. Inclusivity: Special needs students are integrated into mainstream activities with faculty and peer support, receiving

value-added courses and experiences for smooth societal integration.

File Description	Documents
Any additional information	No File Uploaded
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

14

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

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

1685

File Description	Documents
Any additional information	No File Uploaded
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://www.mgrjanaki.ac.in/igac-/igac-feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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

1379

File Description	Documents
Any additional information	No File Uploaded
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

408

File Description	Documents
Any additional information	No File Uploaded
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

Internal Assessments: These assessments are conducted according to the academic calendar, likely at regular intervals throughout the academic year. They serve as a means to evaluate students' understanding of the subjects taught in the curriculum. These assessments include tests, quizzes, assignments, projects, presentations, etc.

Remedial Coaching for Weak Students: After the internal assessments, teachers identify students who may be struggling academically based on their performance. These students are then provided with remedial coaching, which could take various forms depending on the needs of individual students. Remedial coaching aims to provide additional support and assistance to help these students improve their understanding of the subject matter and perform better in future assessments.

Enrichment Activities for Advanced Learners: On the other hand, students who demonstrate advanced understanding and proficiency in their studies are offered enrichment activities. These activities are designed to challenge and further develop their skills and knowledge beyond the standard curriculum. Enrichment activities could include advanced coursework, research projects, mentorship programs, participation in academic competitions, etc.

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

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

Number of Students	Number of Teachers
3832	147

File Description	Documents
Any additional information	No File Uploaded

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

The institution employs a holistic approach to education, blending traditional methods with innovative techniques to prepare students for both personal and professional challenges. Through experiential learning, students engage in field trips, internships, and project days, gaining practical insights and fostering creativity. Participative learning is encouraged through seminars, clubs, and in-house magazines, promoting expression and exploration of diverse activities. Problem-solving skills are honed through classroom discussions and competitions, while ICT-enabled tools facilitate blended learning and access to resources. Guest lectures and alumni talks provide additional perspectives and motivation. Overall, the institution emphasizes hands-on experiences, active participation, and technological integration to empower students for success in both their academic pursuits and future careers.

File Description	Documents
Upload any additional information	No File Uploaded
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

Blended learning integrates traditional teaching methods with digital resources to enhance the learning experience. PowerPoint presentations created by all departments likely serve as visual aids to accompany lectures or as platforms for student presentations. Encouraging students to utilize e-resources for assignments suggests a shift towards digital research and information gathering.

The availability of Inflibnet and Delnet resources in the library indicates a commitment to providing students with access to digital databases and scholarly materials, which can be invaluable for academic research and paper presentations. These resources likely offer a vast array of journals, articles, and other academic publications, enriching students' understanding and enabling them to delve deeper into their chosen topics.

On the social media front, using platforms like YouTube, Facebook, and Instagram to showcase college activities, seminars, celebrations, and student achievements is a smart move. It not only helps in promoting the college but also creates a sense of community and pride among students, faculty, and alumni. These platforms can serve as powerful tools for engagement, communication, and networking within and beyond the college community. Additionally, by sharing such content publicly, the college can also attract prospective students and highlight its unique offerings and vibrant campus life.

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

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

2.3.3.1 - Number of mentors

147

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

147

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

58

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

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

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.

To ensure transparency in the internal assessment process, the schedule for continuous internal assessment is communicated to students through the academic calendar provided at the start of the semester. During the pandemic, when the academic year was conducted online, an electronic version of the timetable was shared with students and made accessible on the college website. Continuous internal assessment comprises four key components: Internal Tests, Assignments, Attendance, and Seminars. For theory courses, the internal assessment question papers were prepared by the respective subject teachers at the department level. These question papers underwent scrutiny by another teacher and were verified by the department's Head of Department (HoD). Throughout the pandemic period, internal tests were conducted in an online format. Internal Assessments I and III were administered using Google Forms, featuring multiple-choice questions (MCQs). On the other hand, Internal Assessment II and the model exam followed a descriptive type pattern. In these cases, students wrote their responses on paper, scanned them, and uploaded them to the Google Classroom platform. Faculty members then utilized various online evaluation tools to assess and grade the answer scripts.

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

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

After the completion of each internal test, the subject teacher

evaluates the test paper within 5 days after the test and distributes the answer papers to the students. The grievances of the students with respect to retotalling and change in marks are dealt with by the subject teacher. If a student's performance is not satisfactory remedial classes are conducted and retest is conducted. Any student who is not satisfied with the assessment and award of marks may approach the concerned HoD who can intervene and seek the opinion of another course Teacher. In case of further grievances, the student can approach the examination committee. Contact number and email id of the examination committee is displayed publicly so that students can approach if required.

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

2.6 - Student Performance and Learning Outcomes

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

Dr. MGR Janaki College is affiliated to the University of Madras. The course objectives programme outcomes and course outcomes are stated clearly by the university for all the Undergraduate and PostGraduate programmes with effect from the academic year 2020-21. The students are made aware of the COs and POs. Hard copies of syllabi and learning outcomes are available in all the departments and are verified with the university website every semester by the HoD. COs are communicated to the students during the introduction of the course. The COs of all the courses are available on the college website for reference. Question papers for the internal tests are set keeping the POs and COs in mind.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The evaluation of Program Outcomes (POs) and Course Outcomes (COs) in a college typically involves a combination of assessment methods and tools designed to measure whether students have achieved the intended learning outcomes. The College uses written exams and tests to assess students' knowledge and understanding of course material. These assessments can be designed to align with specific course outcomes (COs). Assignments and projects are used to evaluate students' ability to apply what they've learned in real-world scenarios. These can be aligned with specific course outcomes or program outcomes. In science programs, lab work is used to assess hands-on skills and application of theoretical knowledge. In programs that involve practical experience, internships and field placements are used to evaluate students' readiness for the workforce and their achievement of program outcomes. Employer surveys are conducted for finding out whether the knowledge, skill and attitude learned from this institution is adequately satisfying their expectation.

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

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

1200

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	No File Uploaded
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://www.mgrjanaki.ac.in/igac-/igac-feedback>

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

2

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 has implemented progressive policies to foster innovation, including initiatives such as intellectual property rights regulations aimed at encouraging both faculty and students to explore patents and copyrights. Moreover, it has endeavored to embed innovation and entrepreneurship modules within the curriculum through specialized certificate programs. Collaborating with MIT Square London, the college has formalized an MoU to establish on-campus incubators or accelerators, geared towards offering mentorship, resources, and financial backing to budding startups and student-led ventures.

Furthermore, the college actively hosts a series of events, workshops, and conferences, fostering a conducive environment for networking and the exchange of knowledge. Recognizing the importance of supporting faculty in their research and innovative pursuits, the institution offers incentives and professional development opportunities to enhance their innovation capabilities.

Additionally, the college has established student clubs and organizations centered around fostering innovation, entrepreneurship, and research, thereby nurturing a culture of creativity and exploration among its student body.

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

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

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

21

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

0

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	No File Uploaded

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

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

21

File Description	Documents
Any additional information	No File Uploaded
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

77

File Description	Documents
Any additional information	No File Uploaded
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 University of Madras offers the Choice Based Credit System (CBCS), requiring students to engage in one extension activity and earn 1 credit. Extension services such as NSS, Rotaract, YRC, and Red Ribbon Club foster social engagement and societal care. Faculty-led monthly programs cover diverse topics like health, empowerment, and employability. National events and festivals are celebrated, alongside activities at schools and villages. NSS conducts impactful camps, focusing on skills training and village life understanding. Rotaract initiates projects like communication teaching and aid distribution. Red Ribbon Club raises AIDS awareness through various activities. Youth Red Cross promotes humanitarian service, offering disaster management and aiding visually impaired during exams. Students engage with marginalized communities, fostering holistic development. Through these initiatives, students contribute meaningfully to society while enriching their own growth.

File Description	Documents
Paste link for additional information	Nil
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

0

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	No File Uploaded

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

77

File Description	Documents
Reports of the event organized	No File Uploaded
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

4854

File Description	Documents
Report of the event	No File Uploaded
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

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

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

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

Dr. MGR Janaki College boasts a 4.93-acre eco-friendly campus, providing a conducive learning environment with well-maintained facilities. The campus includes 54 classrooms, fully equipped with furniture, ventilation, and audio systems. There's a fully air-conditioned auditorium (MGR Arangam) seating 600, along with a hall (Director K. Subrahmanyam Hall) for 150, both featuring LCD projectors.

For academic events, the college offers two seminar halls and a conference room. Laboratories for various departments like Biochemistry, Microbiology, and Computer Science are well-equipped. Additionally, there are specialized labs like a language lab and multimedia lab, enhancing student skills.

The central library, fully computerized and barcoded, houses over 33,000 books and provides access to journals and digital resources through UGC N list, DELNET, and INFLIBNET. The college also holds institutional memberships with prestigious libraries like the British Council and the University of Madras.

Sports facilities include a vast ground used for various activities such as Archery, volleyball, cricket, and football, with a gymnasium available as well. The campus is under CCTV surveillance, ensuring safety, and Wi-Fi is provided for faculty and students. Overall, the college offers a comprehensive educational experience in a modern and well-equipped setting.

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

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

The college boasts a vibrant campus life, enriched by its sprawling grounds and versatile facilities. Let's delve into the various components that make this campus a hub of activity and culture:

Three expansive grounds serve as a multifunctional space accommodating a plethora of activities. From sports like archery, volleyball, cricket, football, and shuttle badminton to the celebration of festivals and cultural events, the grounds offer ample room for students to engage in physical activities and social gatherings.

The gymnasium provides a dedicated space for fitness enthusiasts. Equipped with modern exercise equipment and facilities, it encourages students to maintain a healthy lifestyle and pursue their fitness goals.

Designed to accommodate large audiences, the auditoriums serve as venues for cultural programs, guest lectures, and theatrical performances. With state-of-the-art audiovisual technology and comfortable seating arrangements, they offer immersive experiences for both performers and spectators.

One of the highlights of the campus is the magnificent banyan tree under which many cultural activities take place. This iconic spot serves as a natural amphitheater, providing a picturesque setting for musical performances, dance recitals, poetry readings, and other artistic endeavors. The tree symbolizes the rich heritage and vibrant spirit of the college community.

File Description	Documents
Upload any additional information	No File Uploaded
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.

13

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	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)

17.61

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of the ILMS software: AUTO LIB

Nature of automation: Fully

Year: 2006

The online public access catalog (OPAC) was established in our college to enhance the library services. It is an online database of materials held by a library. This applications is to automate the purchase , catalog and circulation of books and other library materials. It is mainly used to make the book search more faster and convenient. The library services are web based administration and paper less works.

File Description	Documents
Upload any additional information	No File Uploaded
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 **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	No File Uploaded
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)

2.75

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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

86

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college has well equipped computer lab facilities for the under graduate and post graduate students and faculty members. There are 3 computer labs, which are equipped with 147 computers for student usage with high bandwidth internet. The laboratories are equipped with 13/4GB RAM 1 TB and 500 GB HDD which are upgraded regularly to cater to the current demands. The internet network is powered with BSNL Broadband 300 Mbps, HATHWAY Broadband 1Gbps and is open for students to make use of the abundant information available on the Internet. The department of Visual Communication has a fully equipped studio and a video centre which facilitates the students for photography, drawing, graphic designing and Dubbing and Editing.

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

4.3.2 - Number of Computers

294

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

15.61

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	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.

Dr. MGR-Janaki College of Arts Science for Women has established comprehensive policies to ensure a safe, equitable, and positive educational environment. In the laboratories, safety regulations are paramount, requiring users to follow safety protocols and wear appropriate gear. Equipment must be used as intended, and

any damage due to negligence is the user's responsibility. Access to labs outside class hours requires prior permission. In the library, strict adherence to operating hours and maintaining a quiet atmosphere is expected. Handling materials with care is essential, with fines for damage or loss. Sports facilities have scheduled activities, and proper equipment use is encouraged, with fair play emphasized. General conduct mandates respect for others and college property, forbidding discrimination and disruptive behavior. Compliance with broader college policies is expected, covering academic integrity and ethical guidelines. Violations may result in penalties, ranging from warnings to suspension of facility access, with repeated violations reported to authorities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

187

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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

317

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	Nil
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

1650

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

1650

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

561

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
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

123

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

1

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.

76

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

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

The college establishes a Student Council comprising elected representatives from different academic years or departments. These representatives act as a liaison between the student body and the college administration. They voice student concerns, organize events, and participate in decision-making processes.

The college offers opportunities for students to be represented on various administrative committees or bodies. These include academic committees and disciplinary committees. Having student representatives ensures that their perspectives are considered in the decision-making process.

The college encourages students to participate in co-curricular activities such as clubs and societies. These activities range from cultural events to sports tournaments, academic competitions, or community service initiatives.

In addition to academic and co-curricular activities, the college may also promote extracurricular engagement. This could include opportunities for students to engage in internships, research projects, or industry collaborations. Such experiences enhance students' practical knowledge, skills, and professional

networks.

The college has well-defined processes and norms for student representation and engagement. These could include election procedures for the Student Council, guidelines for forming clubs or societies, and protocols for student involvement in administrative decision-making. Clear and transparent processes ensure fairness and accountability in student governance.

File Description	Documents
Paste link for additional information	Nil
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

84

File Description	Documents
Report of the event	No File Uploaded
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 Alumni Association, established in 1999 and formally registered in 2021, serves as a vital link between the institution and its graduates.

Membership in the Alumni Association is extended to graduates of both undergraduate and postgraduate programs, who then carry the institution's name as brand ambassadors, upholding its values. The Association holds an Annual Alumni Meeting on the last Sunday of November, coinciding with the birth anniversary of the institution's founder, Smt. Janaki Ramachandran.

Many alumni have returned to the institution as faculty members, enriching the academic environment. During the COVID-19 lockdown, alumni organized a series of webinars on Google platforms to keep students engaged and motivated. They are regularly invited as resource persons, guest lecturers, and judges for cultural events, seminars, and other activities.

Alumni play a pivotal role in organizing industrial visits, guiding student internships, and facilitating placements by coordinating with the college's placement cell. They also engage with students to discuss job prospects and higher education opportunities. Additionally, alumni entrepreneurs provide mentorship and knowledge sharing, while those excelling in sports collaborate with the physical director to support sports activities within the institution.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

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

The governance structure of Dr. MGR Janaki College includes academicians, educationalists and philanthropists who are aligned with the institution's vision and mission. They have a

clear understanding of the educational goals and values the institution seeks to uphold. The institution's leadership, including the Board administrators and Governing Body, engages in strategic planning processes that align with the institution's vision and mission. This includes setting clear goals, objectives, and priorities that reflect these values. The institution's academic policies and curriculum are designed to fulfill its mission. This involves offering job oriented programs and courses that align with the mission's educational and ethical principles. The institution offers support services that help students achieve the mission and vision. This includes academic advising, counselling, career services, and extracurricular activities that foster personal and intellectual growth.

File Description	Documents
Paste link for additional information	Nil
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 Principal, Vice Principal, Deans, Shift II coordinator, IQAC coordinator and members, HoDs, faculty members, non teaching staff and administrative staff are empowered to propose, design, formulate and execute their plans within the framework of governance. The academic roles of the institution nurture leadership. Heads of Departments are given administrative powers to execute and monitor day to day academic activities within the department. Faculty members have leadership roles in statutory bodies, institution-level committees and clubs and associations. The members of the IQAC initiate, plan and supervise various activities to enhance and sustain the academic and administrative quality. The Examination committee works independently to plan and conduct the examinations. The Entrepreneurship Development Cell, Student Development Cell and other similar Cells work function under the supervision of the Principal and IQAC Coordinator. They have their meetings and record minutes.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has effectively implemented its strategic plan, initiating actions at the beginning of the academic year to engage stakeholders at various levels. Policies have been formulated and implemented, leading to ISO 9001:2015 certification and the introduction of job-oriented courses like Visual Communication, Tamil at the undergraduate level, and Applied Psychology at the postgraduate level. Additionally, the establishment of the Center for Excellence (RAISE) underscores the institution's commitment to research, innovation, and entrepreneurship.

Strategic collaborations with industries and educational institutions have been fostered through numerous MoUs, while National and International seminars and conferences have provided valuable exposure to students. Alumni engagement has been prioritized, with distinguished alumni contributing as resource persons.

The institution promotes innovative teaching methods, leveraging ICT tools such as a dedicated YouTube channel and encouraging participation in NPTEL courses. Mandatory internships for second-year undergraduate students, alongside student support cells, ensure holistic development.

Quality assurance is overseen by the IQAC, while the examination cell and placement cell manage internal assessments and campus placements, respectively. The institution's commitment to sustainability is evident through infrastructure refurbishments, energy conservation measures, and initiatives like the installation of a RO plant for safe drinking water.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal governs the functioning of vice-principal, deans, coordinators, Student Council, Extension Activities, Library, IQAC, Placement Officers, Director of Physical Education. Separate coordinators are appointed for each cell. The principal and coordinator regulate the HODs of all the departments and the teaching staff members are under the supervision of the HOD. Student council conducts student related events. Library team enables the access of books, journals, online books, e journals. The IQAC along with various committee members plan and execute the quality initiatives and address grievances. The Placement cell is in-charge for bringing campus drives for the students. Director of Physical Education is in-charge for sports activities. Exam Cell conducts internal and university exams. Administrative Office manages the system administrators and Technical assistants. The college has various cells like research and development cell, student development cell, OBC Cell, ragging redressal cell and internal complaints committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
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

Staff are provided with Provident Fund and ESIC coverage. Staff can avail interest free loans in case of emergencies. Students of staff are provided with educational assistance if required. Faculty members are given on duty permission to attend seminars and conferences. Teachers are given yearly awards for exemplary performance. Staff can avail gym facilities free of cost. Training programs are conducted in college for teachers based on necessity.

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

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

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

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

30

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

17

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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 IQAC manages the appraisal process. All staff will fill in their appraisal form and submit it to their HODs for them to review. The HoDs will go through the form and add their comments/remarks to the same. The HoD and IQAC coordinator along with the staff will have a review on the points filled by the staff in the form and discuss on the performance of the staff. The HoD gives feedback on the areas of staff improvement. The HoD gives an appropriate rating to the staff based on their performance. The review scores will be shared with management before proceeding with the appraisal. Based on the overall rating, performance will be appraised. All review scores are kept confidential.

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

6.4 - Financial Management and Resource Mobilization

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

The college relies solely on tuition fees for income, which are adjusted minimally every three years to ensure affordability for students from all backgrounds. Additionally, around 200 students receive sponsorship from reputable NGOs annually, and special

concessions are provided to outstanding athletes and students with special needs. The institution also participates in the Madras University Free Education Scheme, admitting three students yearly under this initiative.

Budget planning is meticulously carried out to align with departmental needs while ensuring optimal resource utilization and room for growth. Maintenance tasks are handled internally by trained staff to avoid unnecessary outsourcing and maximize efficiency.

To ensure financial accountability, audits are conducted annually by qualified Chartered Accountants, and audited financial statements are prepared and reviewed. These reports inform future budget planning, enabling management to make informed decisions about fund allocation.

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

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

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

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 the mobilization of funds and the optimal utilization of resources are critical for the financial

sustainability and success of the organization. The college is a self-financed higher educational institution since its inception. There is no financial aid from Union or State Governments. The major sources of funds are the fees collected from the students. The college does not collect any donations and capitation fee. The management and administrative department plans, controls and monitors the utilisation of funds. The budget allocation has been optimally utilised for remuneration for faculty and staff. The funds allocated for the creation and maintenance of infrastructural facilities are utilised optimally. Budget allocation is made for staff welfare measures. Budget provisions are made to conduct various academic activities, research activities and other curricular activities. The funds are allocated for promotion of research, innovation and consultancy. Extension activities are effectively carried out utilising the funds provided by the institution. Adequate fund allocation is made for sports, games and cultural activities.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) is instrumental in institutionalizing quality assurance strategies in educational institutions. It defines and sets quality standards for various aspects like teaching, research, infrastructure, and administration, serving as performance benchmarks. IQAC maintains comprehensive records covering academic programs, faculty qualifications, student performance, research projects, and infrastructure, demonstrating the institution's commitment to quality. Facilitating regular self-assessment, IQAC gathers feedback from stakeholders, conducts surveys, and analyzes data to pinpoint areas for improvement. It aids in formulating and implementing quality assurance policies, guiding everything from admissions to curriculum development and assessment methods. IQAC establishes feedback mechanisms from students, faculty, alumni, and others to inform decisions for enhancing education and services. Through workshops, seminars, and training

programs, IQAC enhances faculty and staff capacity to adhere to quality standards. It also prepares institutions for external accreditation processes, ensuring compliance with necessary criteria and standards. Furthermore, IQAC fosters a culture of continuous improvement by reviewing quality assurance measures' effectiveness and suggesting enhancements. This commitment to evolution ensures the institution remains adaptable to changing educational needs.

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

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

The institution's commitment to continuous improvement is exemplified through its rigorous assessment of the teaching-learning process, operational methodologies, and learning outcomes. This process is overseen by the Internal Quality Assurance Cell (IQAC), established in accordance with regulatory guidelines. Periodic evaluations are conducted to scrutinize and enhance these key facets of the institution. The teaching-learning process is scrutinized to ensure it remains effective and relevant, adapting to changing educational paradigms and student needs. The institution's operational methodologies are reviewed to optimize efficiency and effectiveness, striving for streamlined processes and resource allocation. Perhaps most importantly, learning outcomes are assessed to gauge the institution's impact on students' knowledge and skills. By documenting incremental improvements, the IQAC ensures that the institution's commitment to quality education is not just a slogan but a living reality. These improvements not only enhance the institution's reputation but also contribute significantly to the holistic development of its students, preparing them for the challenges of the modern world.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

Dr. MGR Janaki College has demonstrated a strong commitment to promoting gender equity through a variety of impactful events and initiatives. These include workshops, guest lectures, club activities, and conferences, all aimed at addressing the challenges and opportunities faced by women in different spheres.

Notable events include the "State Level Workshop on Women Financial Empowerment," held in 2018 and 2022, providing

valuable insights into financial independence and fostering networking among women. Club activities, such as discussions on feminism and reviews of literature and movies, promote critical thinking and inclusivity among students.

Interdepartmental competitions, like poster making and mime, creatively raise awareness about gender-related issues. The college hosts national and international conferences on topics including Tamil literature, women's roles, and empowerment, furthering its commitment to gender equity.

The college's Correspondent, Dr. Latha Rajendran, holds prestigious positions in Women's Voluntary Organizations, reflecting a dedication to gender-related causes. Several faculty members are also members of these organizations.

Affiliated with the University of Madras, the college offers seven courses dedicated to exploring gender issues comprehensively. Additionally, the celebration of Navaratri honors womanhood and serves as a culturally significant event.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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	No File Uploaded
Any other relevant information	No File Uploaded

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

- WOW-Wealth out of Waste, an initiative taken up by the Green Health Club of the department of Biochemistry and Bioinformatics and CTM which involves segregation of waste papers and disposing them in the proper manner
- Rain water harvesting is done to manage rain water.
- Water that is eliminated from wash areas are used for watering the plants.
- Biomedical waste is disposed off properly based on the standard operating procedures of the laboratories.
- E-waste drives are conducted every year and the e-waste is taken away by the agency

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

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

Dr. MGR Janaki College has been at the forefront of promoting an inclusive environment that fosters tolerance and harmony across various dimensions of diversity. The college's initiatives are a testament to its commitment to creating a welcoming and inclusive space for students from diverse backgrounds. The college organizes cultural festivals and events that celebrate the rich tapestry of cultures present on campus. These events encourage students to learn about and appreciate different cultural traditions. The College encourages students to express themselves in their preferred language, recognizing the linguistic diversity of its student body. Language courses and support services are offered to bridge communication gaps. The college actively engages with local communities, promoting social inclusion and addressing socioeconomic disparities. It conducts outreach programs and community service projects to give back to society. Dr. MGR Janaki College promotes religious tolerance by accommodating students' religious practices and beliefs. Regular seminars, workshops, and discussions are organized to raise awareness about diversity-related issues, fostering empathy and understanding among students. The college ensures that all students have equal access to educational resources and opportunities, regardless of their background, ensuring a level playing field for everyone. Strong anti-discrimination policies are in place.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Sensitizing students and employees of Dr. MGR Janaki College to constitutional obligations, values, rights, duties, and responsibilities of citizens is a commendable goal. The college integrates constitutional education into the college's curriculum, ensuring that all students are exposed to foundational concepts of the Constitution, democracy, and citizenship. The college organizes workshops, seminars, and guest lectures on constitutional matters and invites legal experts, scholars, and activists to discuss and explain various constitutional principles. The college celebrates Constitution Day (26th November) with special programs, lectures, and activities that highlight the importance of the Constitution and its values. The faculty encourage students to get involved in community engagement projects related to constitutional rights and responsibilities. This can be in the form of legal aid clinics, awareness campaigns, or volunteering with NGOs.

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

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

A. All of the above

for students, teachers,
administrators and other staff 4.

Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Dr. MGR Janaki College of Arts & Science in Chennai, India, is fervently dedicated to commemorating a variety of national and international observance days. These include Republic Day, Independence Day, and Gandhi Jayanti, featuring flag hoisting ceremonies and cultural performances. The institution also actively participates in or organizes events for International Women's Day, World Environment Day, and International Day of Peace, which involve seminars, workshops, and awareness campaigns on pertinent issues. Notably, the college pays tribute to Dr. MGR's legacy on December 24th and celebrates Women's Day. Cultural diversity is celebrated through vibrant festivals like Diwali, Christmas, Pongal, Eid, and Holi, which are marked with cultural events, traditional cuisine, and festive adornments. Workshops and lectures are conducted to impart knowledge about these occasions. Furthermore, the college actively engages in awareness campaigns addressing vital societal and global concerns on international commemorative days, encompassing gender equality, environmental conservation, and peace-building. Cultural performances, encompassing dance, music, and drama, are integral to these celebrations. Additionally, students are encouraged to partake in community service, supporting charitable organizations and local communities. To nurture a competitive and knowledge-driven spirit, the college arranges essay contests, debates, quizzes, and art competitions aligning with the themes of these occasions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Outcome-Based Education (OBE) Implementation: - **Vision and Mission Alignment:** The institution has successfully aligned its vision and mission with OBE principles, emphasizing the creation of graduates with specific skills and competencies that fulfill industry and societal requirements. - **Curriculum Mapping:** A robust curriculum mapping system ensures that learning outcomes are clearly defined for every program. - **Continuous Assessment:** The college has implemented a comprehensive continuous assessment system, encompassing formative and summative evaluations. - **Industry Collaboration:** Strong relationships with industry partners guarantee curriculum relevance, with active involvement of industry experts in development and review processes. - **DataDriven Improvement:** Regular data collection and analysis of student performance and feedback inform ongoing enhancements to the curriculum and teaching methods.

Research and Innovation Centers: - **Faculty Research Productivity:** Faculty members are well-supported in their research endeavors. - **Student Involvement in Research:** Actively involving students in research activities, including internships and projects, fosters a culture of curiosity and innovation. - **Collaboration and Networking:** Establishing partnerships with academic institutions, research organizations, and industry entities promotes knowledge exchange and collaborative research initiatives. - **Research Impact:** The institution's research activities have made a positive impact on society, industry, and academia.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Dr. MGR Janaki College's five-year integrated program in MA Natya is indeed a unique offering in India, blending various aspects of dance, music, yoga, history, culture, and philosophy into a comprehensive curriculum. This interdisciplinary approach not only provides students with a deep understanding of the performing arts but also fosters a holistic perspective.

The program's distinctiveness lies in its holistic approach towards nurturing students' talents and providing them with a well-rounded education.

The recognition of the college correspondent with the Kalaimamani award underscores the significance of this program in the realm of performing arts education.

The diverse student body, comprising individuals from Tamil Nadu, other states of India, as well as foreign countries like Mauritius, Sri Lanka, and Italy, speaks to the program's appeal and recognition beyond regional boundaries.

The success stories of the college's alumni, who have gone on to become famous dancers and entrepreneurs, highlight the effectiveness of the program in nurturing talent and fostering professional success. By equipping students with not only the technical skills but also the cultural, historical, and philosophical foundations of dance, the program prepares them for diverse career paths in the field of performing arts, as well as in related entrepreneurial ventures.

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 curriculum of the college aligns with the University of Madras' CBCS pattern, emphasizing 140 credits for UG and 91 credits for PG programs. Rooted in the college's vision of empowering women with competence, culture, and confidence, the curriculum integrates various elements to foster holistic development, ethical values, and employability.

Key components of the curriculum include academics, internships, employability skills, sports, cultural activities, and social work, all outlined in the college calendar distributed at the start of each academic year. The Internal Quality Assurance Cell orchestrates the action plan, while departments devise planners for execution, encompassing seminars, workshops, conferences, guest lectures, internships, and club activities.

Teaching involves meticulous planning, with faculty maintaining log books for each subject to track classes, attendance, tests, and performance. First-year students undergo orientation on credit schemes, evaluation patterns, and college activities, including bridge courses, syllabus presentations, and career guidance sessions.

Learning experiences are enriched through guest lectures, seminars, webinars, internships, industrial visits, certificate courses, and employability training. Club activities provide platforms for students to showcase their potential, while remedial coaching supports those in need and enrichment opportunities cater to high achievers. MOOC courses and special attention are provided for special students, ensuring inclusive education.

Regular class committee meetings gather student feedback for corrective measures, while written feedback is obtained at the end of each semester. Principal-faculty discussions post-result analysis aim to enhance student performance, with special efforts made for special students' inclusion and exposure beyond the college through training opportunities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Dr. MGR-Janaki College strictly follows an academic calendar that encompasses the conduct of Continuous Internal Evaluation (CIE). This CIE system is an integral part of the college's academic framework, ensuring ongoing assessment and feedback for students throughout the academic year.

The academic calendar includes a structured plan for conducting internal assessments at regular intervals throughout the year. This schedule is communicated to both faculty and students at the beginning of each academic session.

Faculty members provide continuous feedback to students based on their performance in various CIE components. This feedback helps students understand their strengths and areas for improvement, enabling them to take corrective actions in a timely manner.

The CIE system encourages active student participation in the learning process. Students are motivated to stay engaged with course material throughout the year, knowing that their performance will be evaluated continuously.

The college maintains quality assurance mechanisms to ensure the fairness and consistency of the CIE process across different courses and departments. This may involve periodic reviews of assessment practices and calibration sessions for faculty members.

The CIE results are integrated into the overall assessment of students' academic performance. They contribute to a certain percentage of the final grade or serve as a basis for identifying students who may require additional support or interventions.

The CIE system adheres to the guidelines prescribed by the

University of Madras, ensuring compatibility with the broader academic framework and facilitating smooth transition for students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

21

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)

101

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

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

2504

File Description	Documents
Any additional information	No File Uploaded
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

1. **Eye Opener Sessions:** Regular sessions cover topics such as spirituality, health, gender, laws, social ethics, environmental concerns, AIDS awareness, and self-defense.

2. **Extension Activities:** First-year students participate in

NSS, Rotaract, Red Ribbon Club, or Youth Red Cross, engaging in activities like awareness programs, rallies, blood donation camps, and community talks.

3. Syllabus Enrichment: Second-year students study environmental studies and soft skills for personality development, final-year students study value education

4. Festival Celebrations: Religious festivals incorporate components focusing on environmental issues and charitable causes, organizing competitions to raise awareness about culture, climate change, and sustainable practices.

5. Club Activities: Departmental clubs like Eco Club, Earth Club, and Green Health Club engage students in community-friendly activities such as maintaining herbal gardens, vermicompost pits, and cleaning campaigns.

6. Seminars and Workshops: Women's Day seminars feature successful women from various fields, while departmental workshops address topics like IPR, gender equity, disability issues, environment conservation, and mental health.

7. Notices and Student Responsibilities: Notices promote environmental awareness, and department clubs managed by students promote leadership and organizational skills.

8. Inclusivity: Special needs students are integrated into mainstream activities with faculty and peer support, receiving value-added courses and experiences for smooth societal integration.

File Description	Documents
Any additional information	No File Uploaded
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**14**

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

1.3.3 - Number of students undertaking project work/field work/ internships**1685**

File Description	Documents
Any additional information	No File Uploaded
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://www.mgrjanaki.ac.in/igac-/igac-feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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

1379

File Description	Documents
Any additional information	No File Uploaded
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

408

File Description	Documents
Any additional information	No File Uploaded
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

Internal Assessments: These assessments are conducted according to the academic calendar, likely at regular intervals throughout the academic year. They serve as a means to evaluate students' understanding of the subjects taught in the curriculum. These assessments include tests, quizzes, assignments, projects, presentations, etc.

Remedial Coaching for Weak Students: After the internal assessments, teachers identify students who may be struggling academically based on their performance. These students are then provided with remedial coaching, which could take various forms depending on the needs of individual students. Remedial coaching aims to provide additional support and assistance to help these students improve their understanding of the subject matter and perform better in future assessments.

Enrichment Activities for Advanced Learners: On the other hand, students who demonstrate advanced understanding and proficiency in their studies are offered enrichment activities. These activities are designed to challenge and further develop their skills and knowledge beyond the standard curriculum. Enrichment activities could include advanced coursework, research projects, mentorship programs, participation in academic competitions, etc.

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

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

Number of Students	Number of Teachers
3832	147

File Description	Documents
Any additional information	No File Uploaded

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

The institution employs a holistic approach to education, blending traditional methods with innovative techniques to prepare students for both personal and professional challenges. Through experiential learning, students engage in field trips, internships, and project days, gaining practical insights and fostering creativity. Participative learning is encouraged through seminars, clubs, and in-house magazines, promoting expression and exploration of diverse activities. Problem-solving skills are honed through classroom discussions and competitions, while ICT-enabled tools facilitate blended learning and access to resources. Guest lectures and alumni talks provide additional perspectives and motivation. Overall, the institution emphasizes hands-on experiences, active participation, and technological integration to empower students for success in both their academic pursuits and future careers.

File Description	Documents
Upload any additional information	No File Uploaded
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

Blended learning integrates traditional teaching methods with digital resources to enhance the learning experience. PowerPoint presentations created by all departments likely serve as visual aids to accompany lectures or as platforms for student presentations. Encouraging students to utilize e-resources for assignments suggests a shift towards digital research and information gathering.

The availability of Infilbnet and Delnet resources in the library indicates a commitment to providing students with access to digital databases and scholarly materials, which can be invaluable for academic research and paper presentations. These resources likely offer a vast array of journals, articles, and other academic publications, enriching students' understanding and enabling them to delve deeper into their chosen topics.

On the social media front, using platforms like YouTube, Facebook, and Instagram to showcase college activities, seminars, celebrations, and student achievements is a smart move. It not only helps in promoting the college but also creates a sense of community and pride among students, faculty, and alumni. These platforms can serve as powerful tools for engagement, communication, and networking within and beyond the college community. Additionally, by sharing such content publicly, the college can also attract prospective students and highlight its unique offerings and vibrant campus life.

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

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

2.3.3.1 - Number of mentors

147

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year	
147	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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	
58	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	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	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded
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.

To ensure transparency in the internal assessment process, the schedule for continuous internal assessment is communicated to students through the academic calendar provided at the start of the semester. During the pandemic, when the academic year was conducted online, an electronic version of the timetable was shared with students and made accessible on the college website. Continuous internal assessment comprises four key components: Internal Tests, Assignments, Attendance, and Seminars. For theory courses, the internal assessment question papers were prepared by the respective subject teachers at the department level. These question papers underwent scrutiny by another teacher and were verified by the department's Head of Department (HoD). Throughout the pandemic period, internal tests were conducted in an online format. Internal Assessments I and III were administered using Google Forms, featuring multiple-choice questions (MCQs). On the other hand, Internal Assessment II and the model exam followed a descriptive type pattern. In these cases, students wrote their responses on paper, scanned them, and uploaded them to the Google Classroom platform. Faculty members then utilized various online evaluation tools to assess and grade the answer scripts.

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

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

After the completion of each internal test, the subject teacher evaluates the test paper within 5 days after the test and distributes the answer papers to the students. The grievances of the students with respect to retotalling and change in marks are dealt with by the subject teacher. If a student's performance is not satisfactory remedial classes are conducted and retest is conducted. Any student who is not satisfied with the assessment and award of marks may approach the concerned HoD who can intervene and seek the opinion of another course Teacher. In case of further grievances, the student can approach the examination committee. Contact

number and email id of the examination committee is displayed publicly so that students can approach if required.

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

2.6 - Student Performance and Learning Outcomes

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

Dr. MGR Janaki College is affiliated to the University of Madras. The course objectives programme outcomes and course outcomes are stated clearly by the university for all the Undergraduate and PostGraduate programmes with effect from the academic year 2020-21. The students are made aware of the COs and POs. Hard copies of syllabi and learning outcomes are available in all the departments and are verified with the university website every semester by the HoD. COs are communicated to the students during the introduction of the course. The COs of all the courses are available on the college website for reference. Question papers for the internal tests are set keeping the POs and COs in mind.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The evaluation of Program Outcomes (POs) and Course Outcomes (COs) in a college typically involves a combination of assessment methods and tools designed to measure whether students have achieved the intended learning outcomes. The College uses written exams and tests to assess students' knowledge and understanding of course material. These assessments can be designed to align with specific course

outcomes (COs). Assignments and projects are used to evaluate students' ability to apply what they've learned in real-world scenarios. These can be aligned with specific course outcomes or program outcomes. In science programs, lab work is used to assess hands-on skills and application of theoretical knowledge. In programs that involve practical experience, internships and field placements are used to evaluate students' readiness for the workforce and their achievement of program outcomes. Employer surveys are conducted for finding out whether the knowledge, skill and attitude learned from this institution is adequately satisfying their expectation.

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

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

1200

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	No File Uploaded
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://www.mgrjanaki.ac.in/igac-/igac-feedback>

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	
2	
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 has implemented progressive policies to foster innovation, including initiatives such as intellectual property rights regulations aimed at encouraging both faculty and students to explore patents and copyrights. Moreover, it has endeavored to embed innovation and entrepreneurship modules within the curriculum through specialized certificate programs. Collaborating with MIT Square London, the college has formalized an MoU to establish on-campus incubators or accelerators, geared towards offering mentorship, resources, and financial backing to budding startups and student-led ventures.

Furthermore, the college actively hosts a series of events, workshops, and conferences, fostering a conducive environment for networking and the exchange of knowledge. Recognizing the importance of supporting faculty in their research and innovative pursuits, the institution offers incentives and professional development opportunities to enhance their innovation capabilities.

Additionally, the college has established student clubs and organizations centered around fostering innovation, entrepreneurship, and research, thereby nurturing a culture of creativity and exploration among its student body.

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

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

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

21

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

0

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	No File Uploaded

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

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

21

File Description	Documents
Any additional information	No File Uploaded
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

77

File Description	Documents
Any additional information	No File Uploaded
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 University of Madras offers the Choice Based Credit System (CBCS), requiring students to engage in one extension activity and earn 1 credit. Extension services such as NSS, Rotaract, YRC, and Red Ribbon Club foster social engagement and societal care. Faculty-led monthly programs cover diverse topics like health, empowerment, and employability. National events and festivals are celebrated, alongside activities at schools and villages. NSS conducts impactful camps, focusing on skills training and village life understanding. Rotaract initiates projects like communication teaching and aid distribution. Red Ribbon Club raises AIDS awareness through various activities. Youth Red Cross promotes humanitarian service, offering disaster management and aiding visually impaired during exams. Students engage with marginalized communities, fostering holistic development. Through these initiatives, students contribute meaningfully to society while enriching their own growth.

File Description	Documents
Paste link for additional information	Nil
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

0

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	No File Uploaded

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

77

File Description	Documents
Reports of the event organized	No File Uploaded
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

4854

File Description	Documents
Report of the event	No File Uploaded
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

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

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

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

Dr. MGR Janaki College boasts a 4.93-acre eco-friendly campus, providing a conducive learning environment with well-maintained facilities. The campus includes 54 classrooms, fully equipped with furniture, ventilation, and audio systems. There's a fully air-conditioned auditorium (MGR Arangam) seating 600, along with a hall (Director K. Subrahmanyam Hall) for 150, both featuring LCD projectors.

For academic events, the college offers two seminar halls and a conference room. Laboratories for various departments like Biochemistry, Microbiology, and Computer Science are well-equipped. Additionally, there are specialized labs like a language lab and multimedia lab, enhancing student skills.

The central library, fully computerized and barcoded, houses over 33,000 books and provides access to journals and digital resources through UGC N list, DELNET, and INFLIBNET. The college also holds institutional memberships with prestigious libraries like the British Council and the University of Madras.

Sports facilities include a vast ground used for various activities such as Archery, volleyball, cricket, and football, with a gymnasium available as well. The campus is under CCTV surveillance, ensuring safety, and Wi-Fi is provided for faculty and students. Overall, the college offers a comprehensive educational experience in a modern and well-equipped setting.

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

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

The college boasts a vibrant campus life, enriched by its sprawling grounds and versatile facilities. Let's delve into the various components that make this campus a hub of activity and culture:

Three expansive grounds serve as a multifunctional space accommodating a plethora of activities. From sports like archery, volleyball, cricket, football, and shuttle badminton to the celebration of festivals and cultural events, the grounds offer ample room for students to engage in physical activities and social gatherings.

The gymnasium provides a dedicated space for fitness enthusiasts. Equipped with modern exercise equipment and facilities, it encourages students to maintain a healthy lifestyle and pursue their fitness goals.

Designed to accommodate large audiences, the auditoriums serve as venues for cultural programs, guest lectures, and theatrical performances. With state-of-the-art audiovisual technology and comfortable seating arrangements, they offer immersive experiences for both performers and spectators.

One of the highlights of the campus is the magnificent banyan tree under which many cultural activities take place. This iconic spot serves as a natural amphitheater, providing a picturesque setting for musical performances, dance recitals, poetry readings, and other artistic endeavors. The tree symbolizes the rich heritage and vibrant spirit of the college community.

File Description	Documents
Upload any additional information	No File Uploaded
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.

13

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	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)

17.61

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of the ILMS software: AUTO LIB

Nature of automation: Fully

Year: 2006

The online public access catalog (OPAC) was established in our college to enhance the library services. It is an online database of materials held by a library. This applications is to automate the purchase , catalog and circulation of books and other library materials. It is mainly used to make the book search more faster and convenient. The library services are web based administration and paper less works.

File Description	Documents
Upload any additional information	No File Uploaded
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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

2.75

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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

86

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college has well equipped computer lab facilities for the under graduate and post graduate students and faculty members. There are 3 computer labs, which are equipped with 147 computers for student usage with high bandwidth internet. The laboratories are equipped with I3/4GB RAM 1 TB and 500 GB HDD which are upgraded regularly to cater to the current demands. The internet network is powered with BSNL Broadband 300 Mbps, HATHWAY Broadband 1Gbps and is open for students to make use of the abundant information available on the Internet. The department of Visual Communication has a fully equipped studio and a video centre which facilitates the students for photography, drawing, graphic designing and Dubbing and Editing.

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

4.3.2 - Number of Computers

294

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

15.61

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	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.

Dr. MGR-Janaki College of Arts Science for Women has established comprehensive policies to ensure a safe, equitable, and positive educational environment. In the laboratories, safety regulations are paramount, requiring users to follow safety protocols and wear appropriate gear. Equipment must be used as intended, and any damage due to negligence is the user's responsibility. Access to labs outside class hours requires prior permission. In the library, strict adherence to operating hours and maintaining a quiet atmosphere is expected. Handling materials with care is essential, with fines for damage or loss. Sports facilities have scheduled activities, and proper equipment use is encouraged, with fair play emphasized. General conduct mandates respect for others and college property, forbidding discrimination and disruptive behavior. Compliance with broader college policies is expected, covering academic integrity and ethical guidelines. Violations may result in penalties, ranging from warnings to suspension of facility access, with repeated violations reported to authorities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

187

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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

317

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	Nil
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

1650

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

1650

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

561

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
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

123

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

1

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.**

76

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

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

The college establishes a Student Council comprising elected

representatives from different academic years or departments. These representatives act as a liaison between the student body and the college administration. They voice student concerns, organize events, and participate in decision-making processes.

The college offers opportunities for students to be represented on various administrative committees or bodies. These include academic committees and disciplinary committees. Having student representatives ensures that their perspectives are considered in the decision-making process.

The college encourages students to participate in co-curricular activities such as clubs and societies. These activities range from cultural events to sports tournaments, academic competitions, or community service initiatives.

In addition to academic and co-curricular activities, the college may also promote extracurricular engagement. This could include opportunities for students to engage in internships, research projects, or industry collaborations. Such experiences enhance students' practical knowledge, skills, and professional networks.

The college has well-defined processes and norms for student representation and engagement. These could include election procedures for the Student Council, guidelines for forming clubs or societies, and protocols for student involvement in administrative decision-making. Clear and transparent processes ensure fairness and accountability in student governance.

File Description	Documents
Paste link for additional information	Nil
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

84

File Description	Documents
Report of the event	No File Uploaded
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 Alumni Association, established in 1999 and formally registered in 2021, serves as a vital link between the institution and its graduates.

Membership in the Alumni Association is extended to graduates of both undergraduate and postgraduate programs, who then carry the institution's name as brand ambassadors, upholding its values. The Association holds an Annual Alumni Meeting on the last Sunday of November, coinciding with the birth anniversary of the institution's founder, Smt. Janaki Ramachandran.

Many alumni have returned to the institution as faculty members, enriching the academic environment. During the COVID-19 lockdown, alumni organized a series of webinars on Google platforms to keep students engaged and motivated. They are regularly invited as resource persons, guest lecturers, and judges for cultural events, seminars, and other activities.

Alumni play a pivotal role in organizing industrial visits, guiding student internships, and facilitating placements by coordinating with the college's placement cell. They also engage with students to discuss job prospects and higher education opportunities. Additionally, alumni entrepreneurs provide mentorship and knowledge sharing, while those

excelling in sports collaborate with the physical director to support sports activities within the institution.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

The governance structure of Dr. MGR Janaki College includes academicians, educationalists and philanthropists who are aligned with the institution's vision and mission. They have a clear understanding of the educational goals and values the institution seeks to uphold. The institution's leadership, including the Board administrators and Governing Body, engages in strategic planning processes that align with the institution's vision and mission. This includes setting clear goals, objectives, and priorities that reflect these values. The institution's academic policies and curriculum are designed to fulfill its mission. This involves offering job oriented programs and courses that align with the mission's educational and ethical principles. The institution offers support services that help students achieve the mission and vision. This includes academic advising, counselling, career services, and extracurricular activities that foster personal and intellectual growth.

File Description	Documents
Paste link for additional information	Nil
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 Principal, Vice Principal, Deans, Shift II coordinator, IQAC coordinator and members, HoDs, faculty members, non teaching staff and administrative staff are empowered to propose, design, formulate and execute their plans within the framework of governance. The academic roles of the institution nurture leadership. Heads of Departments are given administrative powers to execute and monitor day to day academic activities within the department. Faculty members have leadership roles in statutory bodies, institution-level committees and clubs and associations. The members of the IQAC initiate, plan and supervise various activities to enhance and sustain the academic and administrative quality. The Examination committee works independently to plan and conduct the examinations. The Entrepreneurship Development Cell, Student Development Cell and other similar Cells work function under the supervision of the Principal and IQAC Coordinator. They have their meetings and record minutes.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has effectively implemented its strategic plan, initiating actions at the beginning of the academic year to engage stakeholders at various levels. Policies have been formulated and implemented, leading to ISO 9001:2015 certification and the introduction of job-oriented courses like Visual Communication, Tamil at the undergraduate level, and Applied Psychology at the postgraduate level. Additionally, the establishment of the Center for Excellence

(RAISE) underscores the institution's commitment to research, innovation, and entrepreneurship.

Strategic collaborations with industries and educational institutions have been fostered through numerous MoUs, while National and International seminars and conferences have provided valuable exposure to students. Alumni engagement has been prioritized, with distinguished alumni contributing as resource persons.

The institution promotes innovative teaching methods, leveraging ICT tools such as a dedicated YouTube channel and encouraging participation in NPTEL courses. Mandatory internships for second-year undergraduate students, alongside student support cells, ensure holistic development.

Quality assurance is overseen by the IQAC, while the examination cell and placement cell manage internal assessments and campus placements, respectively. The institution's commitment to sustainability is evident through infrastructure refurbishments, energy conservation measures, and initiatives like the installation of a RO plant for safe drinking water.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal governs the functioning of vice-principal, deans, coordinators, Student Council, Extension Activities, Library, IQAC, Placement Officers, Director of Physical Education. Separate coordinators are appointed for each cell. The principal and coordinator regulate the HODs of all the departments and the teaching staff members are under the supervision of the HOD. Student council conducts student

related events. Library team enables the access of books, journals, online books, e journals. The IQAC along with various committee members plan and execute the quality initiatives and address grievances. The Placement cell is in-charge for bringing campus drives for the students. Director of Physical Education is in-charge for sports activities. Exam Cell conducts internal and university exams. Administrative Office manages the system administrators and Technical assistants. The college has various cells like research and development cell, student development cell, OBC Cell, ragging redressal cell and internal complaints committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
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

Staff are provided with Provident Fund and ESIC coverage. Staff can avail interest free loans in case of emergencies.

Students of staff are provided with educational assistance if required. Faculty members are given on duty permission to attend seminars and conferences. Teachers are given yearly awards for exemplary performance. Staff can avail gym facilities free of cost. Training programs are conducted in college for teachers based on necessity.

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

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

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

27

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

30

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

17

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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 IQAC manages the appraisal process. All staff will fill in their appraisal form and submit it to their HODs for them to review. The HoDs will go through the form and add their

comments/remarks to the same. The HoD and IQAC coordinator along with the staff will have a review on the points filled by the staff in the form and discuss on the performance of the staff. The HoD gives feedback on the areas of staff improvement. The HoD gives an appropriate rating to the staff based on their performance. The review scores will be shared with management before proceeding with the appraisal. Based on the overall rating, performance will be appraised. All review scores are kept confidential.

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

6.4 - Financial Management and Resource Mobilization

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

The college relies solely on tuition fees for income, which are adjusted minimally every three years to ensure affordability for students from all backgrounds. Additionally, around 200 students receive sponsorship from reputable NGOs annually, and special concessions are provided to outstanding athletes and students with special needs. The institution also participates in the Madras University Free Education Scheme, admitting three students yearly under this initiative.

Budget planning is meticulously carried out to align with departmental needs while ensuring optimal resource utilization and room for growth. Maintenance tasks are handled internally by trained staff to avoid unnecessary outsourcing and maximize efficiency.

To ensure financial accountability, audits are conducted annually by qualified Chartered Accountants, and audited financial statements are prepared and reviewed. These reports inform future budget planning, enabling management to make informed decisions about fund allocation.

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

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

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

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 the mobilization of funds and the optimal utilization of resources are critical for the financial sustainability and success of the organization. The college is a self-financed higher educational institution since its inception. There is no financial aid from Union or State Governments. The major sources of funds are the fees collected from the students. The college does not collect any donations and capitation fee. The management and administrative department plans, controls and monitors the utilisation of funds. The budget allocation has been optimally utilised for remuneration for faculty and staff. The funds allocated for the creation and maintenance of infrastructural facilities are utilised optimally. Budget allocation is made for staff welfare measures. Budget provisions are made to conduct various academic activities, research activities and other curricular activities. The funds are allocated for promotion of research, innovation and

consultancy. Extension activities are effectively carried out utilising the funds provided by the institution. Adequate fund allocation is made for sports, games and cultural activities.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) is instrumental in institutionalizing quality assurance strategies in educational institutions. It defines and sets quality standards for various aspects like teaching, research, infrastructure, and administration, serving as performance benchmarks. IQAC maintains comprehensive records covering academic programs, faculty qualifications, student performance, research projects, and infrastructure, demonstrating the institution's commitment to quality. Facilitating regular self-assessment, IQAC gathers feedback from stakeholders, conducts surveys, and analyzes data to pinpoint areas for improvement. It aids in formulating and implementing quality assurance policies, guiding everything from admissions to curriculum development and assessment methods. IQAC establishes feedback mechanisms from students, faculty, alumni, and others to inform decisions for enhancing education and services. Through workshops, seminars, and training programs, IQAC enhances faculty and staff capacity to adhere to quality standards. It also prepares institutions for external accreditation processes, ensuring compliance with necessary criteria and standards. Furthermore, IQAC fosters a culture of continuous improvement by reviewing quality assurance measures' effectiveness and suggesting enhancements. This commitment to evolution ensures the institution remains adaptable to changing educational needs.

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

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

The institution's commitment to continuous improvement is exemplified through its rigorous assessment of the teaching learning process, operational methodologies, and learning outcomes. This process is overseen by the Internal Quality Assurance Cell (IQAC), established in accordance with regulatory guidelines. Periodic evaluations are conducted to scrutinize and enhance these key facets of the institution. The teaching-learning process is scrutinized to ensure it remains effective and relevant, adapting to changing educational paradigms and student needs. The institution's operational methodologies are reviewed to optimize efficiency and effectiveness, striving for streamlined processes and resource allocation. Perhaps most importantly, learning outcomes are assessed to gauge the institution's impact on students' knowledge and skills. By documenting incremental improvements, the IQAC ensures that the institution's commitment to quality education is not just a slogan but a living reality. These improvements not only enhance the institution's reputation but also contribute significantly to the holistic development of its students, preparing them for the challenges of the modern world.

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

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)

B. Any 3 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

Dr. MGR Janaki College has demonstrated a strong commitment to promoting gender equity through a variety of impactful events and initiatives. These include workshops, guest lectures, club activities, and conferences, all aimed at addressing the challenges and opportunities faced by women in different spheres.

Notable events include the "State Level Workshop on Women Financial Empowerment," held in 2018 and 2022, providing valuable insights into financial independence and fostering networking among women. Club activities, such as discussions on feminism and reviews of literature and movies, promote critical thinking and inclusivity among students.

Interdepartmental competitions, like poster making and mime, creatively raise awareness about gender-related issues. The college hosts national and international conferences on topics including Tamil literature, women's roles, and empowerment, furthering its commitment to gender equity.

The college's Correspondent, Dr. Latha Rajendran, holds

prestigious positions in Women's Voluntary Organizations, reflecting a dedication to gender-related causes. Several faculty members are also members of these organizations.

Affiliated with the University of Madras, the college offers seven courses dedicated to exploring gender issues comprehensively. Additionally, the celebration of Navaratri honors womanhood and serves as a culturally significant event.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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	No File Uploaded
Any other relevant information	No File Uploaded

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

- WOW-Wealth out of Waste, an initiative taken up by the Green Health Club of the department of Biochemistry and Bioinformatics and CTM which involves segregation of waste papers and disposing them in the proper manner
- Rain water harvesting is done to manage rain water.
- Water that is eliminated from wash areas are used for watering the plants.

- Biomedical waste is disposed off properly based on the standard operating procedures of the laboratories.
- E-waste drives are conducted every year and the e-waste is taken away by the agency

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

copies of reading material, screen reading

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

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

Dr. MGR Janaki College has been at the forefront of promoting an inclusive environment that fosters tolerance and harmony across various dimensions of diversity. The college's initiatives are a testament to its commitment to creating a welcoming and inclusive space for students from diverse backgrounds. The college organizes cultural festivals and events that celebrate the rich tapestry of cultures present on campus. These events encourage students to learn about and appreciate different cultural traditions. The College encourages students to express themselves in their preferred language, recognizing the linguistic diversity of its student body. Language courses and support services are offered to bridge communication gaps. The college actively engages with local communities, promoting social inclusion and addressing socioeconomic disparities. It conducts outreach programs and community service projects to give back to society. Dr. MGR Janaki College promotes religious tolerance by accommodating students' religious practices and beliefs. Regular seminars, workshops, and discussions are organized to raise awareness about diversity-related issues, fostering empathy and understanding among students. The college ensures that all students have equal access to educational resources and opportunities, regardless of their background, ensuring a level playing field for everyone. Strong anti-discrimination policies are in place.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Sensitizing students and employees of Dr. MGR Janaki College to constitutional obligations, values, rights, duties, and responsibilities of citizens is a commendable goal. The college integrates constitutional education into the college's curriculum, ensuring that all students are exposed to foundational concepts of the Constitution, democracy, and citizenship. The college organizes workshops, seminars, and guest lectures on constitutional matters and invites legal experts, scholars, and activists to discuss and explain various constitutional principles. The college celebrates Constitution Day (26th November) with special programs, lectures, and activities that highlight the importance of the Constitution and its values. The faculty encourage students to get involved in community engagement projects related to constitutional rights and responsibilities. This can be in the form of legal aid clinics, awareness campaigns, or volunteering with NGOs.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to

A. All of the above

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

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Dr. MGR Janaki College of Arts & Science in Chennai, India, is fervently dedicated to commemorating a variety of national and international observance days. These include Republic Day, Independence Day, and Gandhi Jayanti, featuring flag hoisting ceremonies and cultural performances. The institution also actively participates in or organizes events for International Women's Day, World Environment Day, and International Day of Peace, which involve seminars, workshops, and awareness campaigns on pertinent issues. Notably, the college pays tribute to Dr. MGR's legacy on December 24th and celebrates Women's Day. Cultural diversity is celebrated through vibrant festivals like Diwali, Christmas, Pongal, Eid, and Holi, which are marked with cultural events, traditional cuisine, and festive adornments. Workshops and lectures are conducted to impart knowledge about these occasions. Furthermore, the college actively engages in awareness campaigns addressing vital societal and global concerns on international commemorative days, encompassing gender equality, environmental conservation, and peace-building. Cultural performances, encompassing dance, music, and drama, are integral to these celebrations. Additionally, students are encouraged to partake in community

service, supporting charitable organizations and local communities. To nurture a competitive and knowledge-driven spirit, the college arranges essay contests, debates, quizzes, and art competitions aligning with the themes of these occasions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Outcome-Based Education (OBE) Implementation: - **Vision and Mission Alignment:** The institution has successfully aligned its vision and mission with OBE principles, emphasizing the creation of graduates with specific skills and competencies that fulfill industry and societal requirements. - **Curriculum Mapping:** A robust curriculum mapping system ensures that learning outcomes are clearly defined for every program. - **Continuous Assessment:** The college has implemented a comprehensive continuous assessment system, encompassing formative and summative evaluations. - **Industry Collaboration:** Strong relationships with industry partners guarantee curriculum relevance, with active involvement of industry experts in development and review processes. - **DataDriven Improvement:** Regular data collection and analysis of student performance and feedback inform ongoing enhancements to the curriculum and teaching methods.

Research and Innovation Centers: - **Faculty Research Productivity:** Faculty members are well-supported in their research endeavors. - **Student Involvement in Research:** Actively involving students in research activities, including internships and projects, fosters a culture of curiosity and innovation. - **Collaboration and Networking:** Establishing partnerships with academic institutions, research organizations, and industry entities promotes knowledge

exchange and collaborative research initiatives. - Research Impact: The institution's research activities have made a positive impact on society, industry, and academia.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Dr. MGR Janaki College's five-year integrated program in MA Natya is indeed a unique offering in India, blending various aspects of dance, music, yoga, history, culture, and philosophy into a comprehensive curriculum. This interdisciplinary approach not only provides students with a deep understanding of the performing arts but also fosters a holistic perspective.

The program's distinctiveness lies in its holistic approach towards nurturing students' talents and providing them with a well-rounded education.

The recognition of the college correspondent with the Kalaimamani award underscores the significance of this program in the realm of performing arts education.

The diverse student body, comprising individuals from Tamil Nadu, other states of India, as well as foreign countries like Mauritius, Sri Lanka, and Italy, speaks to the program's appeal and recognition beyond regional boundaries.

The success stories of the college's alumni, who have gone on to become famous dancers and entrepreneurs, highlight the effectiveness of the program in nurturing talent and fostering professional success. By equipping students with not only the technical skills but also the cultural, historical, and philosophical foundations of dance, the program prepares them for diverse career paths in the field of performing arts, as well as in related entrepreneurial ventures.

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

7.3.2 - Plan of action for the next academic year

Preparing for Re-Accreditation cycle

Participation in NIRF

Coaching to be given to students for competitive exams

Programmes on National Educational Policy.

Collaborations and tie-ups with various organizations

To apply for Innovation Patents.

Psychometric analysis for staff and students.

Increase in research publication in high impact factor journals

To conduct International / National Conferences / FDPs / Seminars.

To conduct Green / Energy / Environment audits.

Establishment of students learning support centre.

Establishment of vocational centre