



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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 own campus		Yes
Phone no/Alternate Phone no.		04424937382
Mobile no.		9600102949
Registered Email		admin@mgrjanaki.ac.in
Alternate Email		iqac@mgrjanaki.ac.in
Address		Sathyabama MGR Maligai 11 & 13, Durgabai Deshmukh Road Raja Annamalai Puram
City/Town		Chennai
State/UT		Tamil Nadu

Pincode	600028																		
<b>2. Institutional Status</b>																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Women																		
Location	Urban																		
Financial Status	Self financed																		
Name of the IQAC co-ordinator/Director	Dr. Ragitha Radhakrishnan MSc, PhD																		
Phone no/Alternate Phone no.	04424937382																		
Mobile no.	9600102949																		
Registered Email	iqac@mgrjanaki.ac.in																		
Alternate Email	ragitha@mgrjanaki.ac.in																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.mgrjanaki.ac.in/igac.html">https://www.mgrjanaki.ac.in/igac.html</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.mgrjanaki.ac.in/img/College%20Calendar%202019-2020.pdf">https://www.mgrjanaki.ac.in/img/College%20Calendar%202019-2020.pdf</a>																		
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>B</td> <td>2.86</td> <td>2012</td> <td>15-Sep-2012</td> <td>14-Sep-2017</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	B	2.86	2012	15-Sep-2012	14-Sep-2017
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
2	B	2.86	2012	15-Sep-2012	14-Sep-2017														
<b>6. Date of Establishment of IQAC</b>	02-Jun-2004																		
<b>7. Internal Quality Assurance System</b>																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by	Date & Duration		Number of participants/ beneficiaries																

IQAC

No Data Entered/Not Applicable!!!

L::asset('/', 'public').'/public/index.php/admin/get\_file?file\_path='.encrypt('Postacc/Special\_Status/'. \$instdata->upload\_special\_status)}}}

[View Uploaded File](#)

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

4

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

Paper publications by faculty members

Seminars and conferences were organized

Certificate courses were conducted

Outreach programs in local community

Skill development programs and courses were organized

[View Uploaded File](#)

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

Plan of Action	Achievements/Outcomes
All departments to conduct international level conferences and publish the proceedings	2 International Conference and 6 National Seminars
All PG students to attend competitive exams compulsorily	Students registered for SSC and TNPSC exams
Coaching to be given to students for competitive exams	IAS coaching for 200 students conducted by Sai IAS Academy on campus
Collaborations and tie-ups with various organizations	MOU with Sathayabama University and Sree Saraswathi Thiyagaraja College, Pollachi for student and faculty exchange, MOU has been signed with "Youth For Job" for training the students to develop their communication skills and computing skills. Rotary club of Porur, has conducted Tally course with hands on training for our students for 3 months.
Increase in research publication in high impact factor journals	Faculty members from many department published their research articles
Commemoration of significant days	<ul style="list-style-type: none"> <li>• On 30th July 2018, Dr. Muthulakshmi Reddy Women's Association organized an event to honor women of eminence.</li> <li>• The University Women's Association of Madras organized the Annual Scholarship distribution function on 25th June 2018.</li> <li>• On 3rd October 2018, Ma. Po. Si. Remembrance Day was observed.</li> <li>Thiru. K. Pandiyarajan, Minister of Tamil official Language, Tamil Culture and Archeology, Government of Tamilnadu, released a book and shared memories of Ma. Po. Si.</li> <li>• 27th July 2018, the Birth Anniversary of our former president Late Shri. Dr. A. P. J. Abdul Kalam was observed as World Youth Day. The Chief Guest was Thiru. Anvar Raja, MP. Thiru. Sasindran Muthuvel, Governor, Papua, New Guinea, Mr. Srinivasan, Editor, Presense and Justice Pugazhendi participated.</li> <li>• In the competitions conducted to commemorate MGR's Manavar Palthiran Vizha - 2018, 2000 students from various schools and Colleges participated. Dr. Vijayaragavan, Director, Tamil Development Department from the World Tamil Research Foundation inaugurated the programme and the prizes were distributed by Thiru. S. P. Muthuraman, Director,</li> </ul>

Tamil Film Industry on 10th October 2018. • To commemorate the Remembrance Day of our Managing Director Late Shri. M. Rajendran, Charity day was organized on 8th January 2019. MJC Musings was also released. • 17th January 2019, the Birth Anniversary of our illustrious Founder, Bharat Ratna. Dr. M. G. Ramachandran saw the staging of the Tamil Play, "Vendhu Thanindhadu" directed by Mr. Sivakumar. 20 of our students took part in the play.

Certificate course for Acquisition of additional skills to enhance their versatility in the competitive job market

Report Writing and Presentation Skills, Computational Biology, Mushroom Cultivation and Vermicomposting, Skill Development for An IT Career-A Holistic Approach, Math Tricks for Aptitude, Childhood Psychological Assessment, Basics of Stock Trading, Interpretation & Managerial Skills, Folk Dance, Insurance Salesmanship, Strategic Management, Logistics and Supply Chain Management, Basic Managerial Skills, Spoken English Class, Math Tricks for Aptitude, Flash and Web Designing in Dream Weaver

[View Uploaded File](#)

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%; text-align: center;"> <tr> <td data-bbox="114 1227 790 1281">Name of Statutory Body</td> <td data-bbox="790 1227 1495 1281">Meeting Date</td> </tr> <tr> <td data-bbox="114 1281 790 1335">Management</td> <td data-bbox="790 1281 1495 1335">16-Sep-2020</td> </tr> </table>	Name of Statutory Body	Meeting Date	Management	16-Sep-2020	
Name of Statutory Body	Meeting Date				
Management	16-Sep-2020				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2018				
Date of Submission	13-Jul-2018				
<b>17. Does the Institution have Management Information System ?</b>	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Management Information System through circulars on notice boards in every block, social media such as LinkedIn, Instagram and Facebook, public				

announcement system in every classroom, display of notices, awareness by student senate members, through various clubs functioning in the college, holding staff/students/parents/alumni meeting. College Website, SMS service, use of WhatsApp, Email to the students and staff are used as information system.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The institution employs a systematic approach to curriculum delivery and documentation. A well-structured framework guides the teaching process, ensuring alignment with educational objectives. Through strategic planning, content is effectively organized, allowing for a coherent and progressive learning experience. Robust documentation practices capture lesson plans, learning materials, and assessments, promoting transparency and accountability. This meticulous approach enhances communication among educators, students, and stakeholders. Overall, the institution's commitment to this mechanism cultivates a conducive environment for quality education and continuous improvement.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course - BASICS OF STOCK EXCHANGE	Nil	03/08/2019	30	Employability	Nil
Certificate Course - MUTUAL FUNDS	Nil	20/07/2019	30	Nil	Skill Development
Certificate Course -Entrepreneurial Development	Nil	13/07/2019	30	Entrepreneurship	Nil
Certificate Course - COMPUTATIONAL BIOLOGY	Nil	03/08/2019	30	Nil	Skill Development
Certificate Course -	Nil	13/07/2019	30	Nil	Skill Development

BASICS OF MANAGERIAL SKILLS					
NPTEL BBA (Leadership)	Nil	29/07/2019	32	Nil	Skill Development
NPTEL BBA (Design Thinking- A Primer)	Nil	29/07/2019	32	Nil	Skill Development
Certificate Course - Basic Managerial Skill	Nil	12/07/2019	30	Employabil ity	Nil
Certificate Course- Basic and Adavnced Concept In Evolution of Information Technology	Nil	13/07/2019	30	Nil	Skill Development
Certificate Course - Career Development and Interview Skills	Nil	13/07/2019	30	Nil	Skill Development
Certificate Course - SKILL DEVELOPMENT TRAINING PROGRAM FOR PLACEMENT	Nil	09/09/2019	12	Nil	Skill Development
Certificate Course - NUMERICAL, ANALYTICAL, LOGICAL AND COMMUNICATIO N SKILLS	Nil	03/08/2019	30	Nil	Skill Development
Certificate Course - Secretarial practice	Nil	13/08/2019	30	Employabil ity	Nil
	Nil	10/08/2019	Nil	Employabil	Nil

Certificate Course- Retail Marketing	Nil	31/08/2019	30	ity	Skill Development
Certificate Course - Report Writing	Nil	06/07/2019	30	Entrepreneurship	Nil
Certificate Course - E - COMMERCE (B.Com (General))	Nil	13/07/2019	30	Entrepreneurship	Nil
Certificate Course - E - COMMERCE (B.Com (General))	Nil	13/07/2019	30	Nil	Skill Development
Certificate Course - MATH TRICKS FOR APTITUDE	Nil	06/07/2019	30	Employability	Nil
Certificate Course - Medical lab technology	Nil	02/07/2019	30	Employability	Nil
Certificate Course: Talam	Nil	08/07/2019	30	Employability	Nil
Certificate Course - Childhood Psychological Disorders	Nil	21/11/2019	30	Nil	Skill Development
Certificate Course - Script Writing					

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		



1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

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

	Certificate	Diploma Course
Number of Students	1298	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View Uploaded File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View Uploaded File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback obtained is meticulously analyzed and leveraged to enhance institutional development. Initially, collected feedback is categorized and quantified to identify recurring themes and sentiments. This data-driven approach helps pinpoint strengths and areas needing improvement. Subsequently, actionable insights are extracted, forming the basis for targeted strategies. Positive feedback highlights effective practices to be reinforced, while negative feedback illuminates specific challenges to be addressed. Regular reviews of this feedback aid in tracking progress over time. Additionally, feedback patterns guide resource allocation, curriculum refinement, and faculty development initiatives. Through this systematic process, the institution can adapt and evolve, ensuring a responsive and quality education environment that aligns with the evolving needs of its stakeholders.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3819	194	58	9	74

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Dr. MGR Janaki College has implemented student mentoring systems to provide support, guidance, and assistance to students in various aspects of their academic and personal lives. A student mentoring system aims to create a supportive environment where experienced teachers help newer students (mentees) navigate challenges related to academics, campus life, personal growth, and more. The system fosters a sense of community, enhances peer relationships, and contributes to the mentees overall success and well-being. An advisor – advisee session is conducted during the last week of every month and details are entered in the student profile register. Students who need further help are referred to the counselling cell of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4013	142	1 : 28

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
142	142	0	0	38

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In accordance with university regulations, the college has adopted a semester-based Continuous Internal Assessment (CIA) system, encompassing various components such as internal tests, seminars, assignments, and attendance. Test marks are awarded through a series of assessments, including Internal-I, Internal-II, Internal-III and the Model Exam. The final CIA score is determined by considering the best result from the internal tests, along with the marks obtained in the Model Exam. Unit tests and model examinations are scheduled as per the college calendar, which is distributed to students at the beginning of the academic year. For all students, three internal tests and one model exam are conducted. The syllabus for internal tests is determined by the respective Heads of Departments based on the Lesson Plan. Internal-I, Internal-II, Internal-III and the Model Exam are weighted at 25, 50, 25 and 75 marks, respectively. The blue print of the question papers are circulated to the departments from the Examination Committee. Evaluated answer scripts are returned to students within five days of the test date, allowing for retotaling and clarification. Other components, such as assignment, seminar, and attendance marks, are calculated by the course instructors. This information is communicated to the parents of the respective students during Parent-Teacher Meetings, ensuring they are well-informed about their child's academic progress and enabling them to provide appropriate guidance.

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

The Principal and faculty in charge in consultation with the exam committee frame the Academic calendar based on the University academic calendar which includes exam schedules. The academic calendar is prepared every year and distributed to the students, teaching and non-teaching staff. The departments and the various units of the college plan and schedule the activities and the same is incorporated in the academic calendar for the approval of the Principal. The academic calendar enumerates the entire plan of academic activities for the forthcoming year including information about the courses offered by the institution, number of working days in each semester, details about clubs, holidays, PTA meetings, sports activities, placement activities, and tentative dates for University theory and practical examination. Common Internal/External schedule for Soft skill, Value Education and Non Major Elective are followed as chalked out in the academic calendar. It is a reliable source of information for the students. The dates for various events fixed in the calendar are strictly adhered to.

## 2.6 – Student Performance and Learning Outcomes

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

<https://www.mgrjanaki.ac.in/igac/>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View Uploaded File</a>					

### 2.7 – Student Satisfaction Survey

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

<https://www.mgrjanaki.ac.in/igac/>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View Uploaded File</a>				

#### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
State Level Seminar on Industry 4.0- Change to Transform	BBA	06/02/2020
Innovative Information Science and Intellectual Systems	BCA	27/11/2019
State - level Workshop on Intellectual Property Rights	BCom	11/12/2019
Myth: Seeking Meaning in the Modern World	BA	01/08/2019
State level Seminar on Industry 4.0 - Change to Transform	BCom	06/02/2020
National Conference on Advances in Mathematical and Applied Sciences	BSc Mathematics	27/09/2019
National Seminar on Towards Healthy Living	BSc Microbiology	09/09/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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No Data Entered/Not Applicable !!!

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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No Data Entered/Not Applicable !!!

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

Name of the Department	Number of PhD's Awarded
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No Data Entered/Not Applicable !!!

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
------------	-----------------------

No Data Entered/Not Applicable !!!

[View Uploaded File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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No Data Entered/Not Applicable !!!

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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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No Data Entered/Not Applicable !!!

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
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No Data Entered/Not Applicable !!!

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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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No Data Entered/Not Applicable !!!

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
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No Data Entered/Not Applicable !!!

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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No Data Entered/Not Applicable !!!

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2000000	2130215

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing

[View File](#)

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
AUTO LIB SOFTWARE SYSTEM	Fully	6	2005

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			

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### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
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Existing	218	147	5	6	10	11	24	50	16
Added	0	0	0	0	0	0	0	0	0
Total	218	147	5	6	10	11	24	50	16

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4000000	4178588	8000000	11000374

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

Dr. MGR-Janaki College of Arts Science for Women recognizes the importance of providing a conducive environment for education and personal development. To ensure the effective and fair use of its laboratories, library, and sports facilities, the college has established a set of terms and conditions as detailed policies. These policies are designed to promote safety, equity, and a positive learning experience for all students and staff.

1. Laboratories: - Safety Regulations: All users must adhere to safety protocols and guidelines provided by the college. This includes wearing appropriate safety gear such as lab coats, goggles, and gloves when required. - Equipment Usage: Laboratory equipment should be used only for its intended purpose. Any damage to equipment due to negligence will be the responsibility of the user. - Time Slot: Students can access the lab based on the allotted time table. For using the lab over class hours, permission has to be sought from faculty in charge priorly.

2. Library: - Library Hours: The library opens at 9.00 am and closes at 5 pm. Users are expected to comply with these hours and exit the premises promptly at closing time. - Noise Levels: Maintaining a quiet and studious atmosphere is essential in the library. Conversations should be kept to a minimum, and phone calls are not allowed in the library. - Respect for Materials: Users must handle library materials with care, ensuring they are returned in the same condition as when borrowed. Any damage or loss of library items will result in fines.

3. Sports Facilities: - Scheduling: The college organizes sports activities, and certain facilities might be reserved for these purposes. Users are encouraged to check the schedule in advance to avoid conflicts. - Equipment Use: Sports equipment should be used appropriately, and any damage or misuse should be reported immediately. - Fair Play: All users are expected to engage in sports activities in a fair and respectful manner, following the rules and sportsmanship guidelines.

4. General Conduct: - Respect for Others: Students and staff must show respect for one another and the college property. Discrimination, harassment, or any form of disruptive behavior will not be tolerated. - Compliance with College Policies: All users are expected to be familiar with and abide by the colleges broader policies, including those



related to academic integrity, code of conduct, and ethical guidelines. 5. Penalties and Consequences: - Violations of these terms and conditions may result in penalties, which could range from warnings to temporary or permanent suspension of access to these facilities. - Repeated violations may also be reported to relevant college authorities or disciplinary committees. Clear communication and adherence to these policies contribute to a positive and productive learning environment at Dr. MGR-Janaki College of Arts Science for Women.

<https://www.mgrjanaki.ac.in/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Madras University Free Education Scheme (MUFS) Maatram Foundation Agaram Foundation Government SC/ST Scholarship Govt (Special Student Scholarship) United Way (Special Students)	354	5362750
b) International	Nil	Nil	Nil

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skills Development	17/06/2019	2964	Soft Skill Training Departments
Remedial Coaching	24/07/2019	542	Departments
Language Lab	17/06/2019	371	Department of English
Bridge Course	09/07/2019	1341	Departments
Yoga	19/06/2019	50	Department of Physical Education
Personal Counselling	19/06/2019	14	College Counsellors
Mentoring	19/06/2019	3993	Departments

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	SAI IAS ACADEMY COMPETITIVE EXAM COACHING	200	Nil	0	Nil
2020	PLACEMENT TRAINING	Nil	1125	Nil	704
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	3

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
20	280	116	Nil	Nil	Nil
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Western Dance	Institutional	54
Folk Dance	Institutional	35

Retro	Institutional	78
Adzap	Institutional	47
Fashion Show	Institutional	127
Ship wreck	Institutional	92
Hair do	Institutional	26
Face Painting	Institutional	13
Melody song	Institutional	48
Mime	Institutional	54
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a student senate which is a student body that represents the interests, concerns, and viewpoints of the student body to the college administration, faculty, and other relevant stakeholders. It serves as a bridge for effective communication between students and the college authorities. There is representation from almost every department from all academic years. Student senate advocates for changes and improvements in college policies, facilities, and services. They voice student opinions on matters such as curriculum, extracurricular activities, and campus infrastructure, striving to create a positive learning environment. Organizing events and activities that foster community building and student engagement is a vital function of a student senate. These events can include cultural festivals, workshops, seminars, sports tournaments, awareness programs and more. Student senate offers leadership opportunities to students, allowing them to develop crucial skills like communication, teamwork, negotiation, and problem-solving. This helps students grow personally and professionally. There is student representation in the student senate, IQAC, grievance cell, and SC/ST cell.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

5248

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet of the college is organized during the last Sunday of November every year. Alumni from all departments come and meet their teachers. They share their experiences and success stories. Alumni also conduct workshops, or act as resource persons in their parent department. Some alumni financially support the economically weak students.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

One practice of decentralization involves shifting decision-making authority from a central authority or management team to lower levels of an organization. This allows for quicker responses to local issues and more empowered employees. The departments are given autonomy to make decisions with respect to academic and extra curricular activities. There are various committees in the college that deals with various student related activities. Participative management, also known as employee involvement or shared decision-making, encourages employees at various levels to actively participate in the decision-making process of an organization. This practice can take the form of brainstorming sessions, team discussions, and regular feedback mechanisms. For instance, the college holds regular IQAC meetings where faculty members are encouraged to voice their opinions and contribute ideas for improving processes or products. This not only leads to more diverse perspectives being considered but also boosts employee morale and engagement.

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

Partial

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Our college is affiliated to the University of Madras. We follow the curriculum prepared by the university. However, our college contributes by the way of suggestions/ ideas regarding the change/ syllabus/updation of it, represented by its members in Board Meeting. The college enriches the curriculum by including other job oriented learning activities. Our institution introduced the certificate courses through which we execute the needs of the of the students. Syllabus for the courses is framed by the college faculty members.
Teaching and Learning	<ul style="list-style-type: none"> <li>The institute monitors and evaluate the quality of teaching learning by conducting regular academic audits. Result analysis is done by the principal once the results are published.</li> <li>Regular assessment of the students is made through continuous assessment tests and by giving assignments, seminars etc. The marks</li> </ul>

obtained by the students are submitted to the examination committee and thereby to the principal. • Weak and slow learners are identified and they are given remedial coaching. • Teaching through models and ICT enabled teaching

- Feedback is obtained from the students towards the end of the every year and analysed by a team of senior faculty members and necessary measures are taken

Examination and Evaluation

- The college monitors the performance of the students by keeping frequent short tests. • Apart from writing test viva-voce is conducted for the students every month. This helps them to overcome their fear and bring more confidence among them on the subject. • Evaluation is also made by the assignments, seminars, innovative model and chart works, mini projects etc. • Retest is also conducted for those who were not able to attend the internal assessments and for slow learners. • The institution also encourages the students to have a real time exposure to the subject by allowing them for more industrial visits, internship programs, paper presentations etc

Research and Development

- Departments are encouraged to apply for necessary funding to host seminars and conferences. • The institution also motivates the faculty members to procure research funds from various agencies like DBT, DST, ICMR etc. • Staff members and students are encouraged to present papers in regional, State, National and International levels of Conferences and Seminars to facilitate their research and technical skills. • UG and PG students are motivated to do minor projects and they are published in peer reviewed journals.

Library, ICT and Physical Infrastructure / Instrumentation

- Fully equipped library with DELNET and INFLIBNET facilities • Full fledged computer labs with internet facilities
- Projector and laptop facilities are arranged by the institution for ICT enabled teaching • Scientific Instruments are effectively shared and utilised by the science departments

Human Resource Management

- At the end of every academic year the management analyse the vacancies and advertisement are made and the

	positions are filled up through interviews. • Faculty are motivated to improve their career by conducting need based seminars, workshops, conferences etc., • Orientation programmes are also conducted for the new staff members at the beginning of every academic year
Industry Interaction / Collaboration	• The college/department invites subject/academic experts from various colleges, industry and research institutions to deliver lectures to students and faculty and interact with them. • Placement cell has taken right steps in identifying the demands of the current industry and prepares our students towards this need.
Admission of Students	• Merit based admission system is followed and transparency is ensured. • Alumni members also play a vital role in publicity and admissions.

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

E-governance area	Details
<b>No Data Entered/Not Applicable !!!</b>	

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
<b>No Data Entered/Not Applicable !!!</b>			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employment provident fund	Insurance and Loan	Insurance scheme and Educational loan

**6.4 – Financial Management and Resource Mobilization**

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

Conducting regular financial audits, both internal and external, is a critical practice for organizations to ensure transparency, accountability, and compliance with financial regulations and standards. Internal financial audits are conducted by an organizations own internal audit department or external auditors hired by the organization. The primary purpose is to assess and improve the organizations internal controls, risk management, and financial processes. External financial audits are conducted by independent audit firms or certified public accountants (CPAs) who are not affiliated with the organization. The primary purpose is to provide an objective assessment of the organizations financial statements to ensure accuracy and compliance with accounting standards and regulations. Both types of audits are conducted by the college and play a crucial role in maintaining trust and accountability.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
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6.4.3 – Total corpus fund generated

0
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQAC
Administrative	No	Nill	Yes	Management

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

Parents are called for a meeting to discuss the wards' progress Feedback is provided by parents on academic matters. Parents continue support even after the students pass out from the institution.

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

Need based seminars, conferences, workshops organised Paid leave for attending

seminars/conferences/workshops Hands on training on basic computer skills

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

- Staff should focus on paper presentations and publications
- Hands on training to be provided for students.
- Research projects to be taken by each department

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	seminar on "Higher education: Teaching-Learning"	17/06/2019	17/06/2019	17/06/2019	138
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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Sexual Harassment at workplace by Mr. Dinesh Kumaran, Advocate, Madras High Court	26/08/2019	26/08/2019	81	Nil

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

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

- 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
- Awareness programmes are conducted regularly.
- Tree plantation of special occasions
- Well maintained herbal garden and vermicompost pits.
- Rain water harvesting is also done

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nil



Ramp/Rails	Yes	4
Braille Software/facilities	Yes	1
Rest Rooms	Yes	4
Scribes for examination	Yes	8
Special skill development for differently abled students	Yes	34

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
<b>No Data Entered/Not Applicable !!!</b>		

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- 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
- Awareness programmes are conducted regularly.
- Tree plantation of special occasions
- Well maintained herbal garden and vermicompost pits.
- Rain water harvesting is done

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

The National Assessment and Accreditation Council (NAAC) in India evaluates institutions based on various criteria to ensure quality and excellence in higher education. Here are two best practices that have been successfully implemented by institutions according to the NAAC format: 1. Outcome-Based Education (OBE) Implementation: Outcome-Based Education is a systematic approach that focuses on defining clear learning outcomes for students and aligning curriculum, teaching methods, and assessment strategies to achieve those outcomes. Many institutions have successfully implemented OBE, which is highly valued by NAAC. Heres how it can be described in NAAC format: a. Vision and Mission Alignment: The institution has effectively aligned its vision and mission statements with the principles of Outcome-Based Education, emphasizing

the importance of producing graduates with well-defined skills and competencies that meet industry and societal needs. b. Curriculum Mapping: The institution has developed a robust curriculum mapping process that identifies learning outcomes for each program and aligns course content and assessment methods accordingly. This ensures that students are equipped with the knowledge and skills required for their chosen careers. c. Continuous Assessment: The institution has implemented a continuous assessment system, including formative and summative assessments, to track students progress in achieving the desired learning outcomes. Regular feedback mechanisms are in place to help students improve their performance. d. Industry Collaboration: The institution has established strong ties with industry partners to ensure that the curriculum remains up-to-date and relevant to current industry needs. Industry experts are often involved in curriculum development and program review processes. e. Data-Driven Improvement: Data on student performance and feedback are regularly collected and analyzed to make data-driven improvements to the curriculum and teaching methods. This ensures that the institution continually strives for excellence in achieving its educational objectives.

2. Research and Innovation Centers: Promoting research and innovation is another best practice that institutions can showcase to the NAAC. Heres how it can be described in the NAAC format:

a. Establishment of Research Centers: The institution has established specialized research centers or units in various academic disciplines to promote cutting-edge research and innovation. These centers are equipped with state-of-the-art facilities and resources to support research activities. b. Faculty Research Productivity: The institution encourages and supports faculty members in their research pursuits by providing grants, incentives, and sabbatical opportunities. This has resulted in a significant increase in research publications, patents, and funded research projects. c. Student Involvement in Research: The institution actively involves undergraduate and postgraduate students in research activities through research internships, projects, and competitions. This fosters a culture of curiosity and innovation among students. d. Collaboration and Networking: The institution has established collaborations and partnerships with other academic institutions, research organizations, and industry players to facilitate knowledge exchange and collaborative research projects. e. Research Impact: The institutions research activities have demonstrated a positive impact on society, industry, and academia. Research outcomes have led to innovations, policy recommendations, and contributions to the body of knowledge in various fields.

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

<http://www.mgrjanaki.ac.in>

### 7.3 – Institutional Distinctiveness

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

Dr. MGR Janaki College, named after the former Chief Minister of Tamil Nadu, M.G. Ramachandran (MGR), and his wife Janaki Ramachandran, is known for its commitment to inclusivity and social progress. MGR, a prominent figure in Indian politics and the film industry, had a vision of creating an inclusive society. Heres how MGR Janaki College aligns with his vision: Accessible Education: MGR Janaki College is dedicated to providing quality education that is accessible to students from diverse backgrounds. The college aims to ensure that education is not a privilege limited to a select few but is available to all, regardless of their socio-economic status or background. Diversity and Inclusivity: The college promotes diversity and inclusivity in its student body, faculty, and staff. It strives to create an environment where students

from various communities, religions, and social strata can come together to learn and grow, fostering mutual understanding and respect. Empowering Women: MGR Janaki College has a strong focus on empowering women through education. It encourages women to pursue higher education and equips them with the skills and knowledge they need to excel in various fields. This aligns with MGRs vision of empowering women and promoting gender equality. Community Engagement: The college often engages in community outreach programs and social initiatives to address the needs of the surrounding community. These initiatives can include providing educational support to underprivileged children, conducting awareness campaigns, or organizing events that promote social cohesion. Social Responsibility: MGR Janaki College emphasizes the importance of social responsibility among its students. It encourages them to actively participate in social and humanitarian causes, instilling a sense of responsibility towards the less fortunate in society. Ethical Leadership: MGRs legacy includes a commitment to ethical leadership and governance. The college may incorporate these values into its educational programs, preparing students to become responsible and ethical leaders in society. Dr MGR Janaki College, in carrying forward MGRs vision, plays a crucial role in shaping the future generation with values of inclusivity, social responsibility, and gender equality. By providing accessible education and fostering a diverse and inclusive learning environment, the college contributes to the creation of a more inclusive society, in line with MGRs aspirations.

Provide the weblink of the institution

<http://www.mgrjanaki.ac.in>

#### **8.Future Plans of Actions for Next Academic Year**

- Preparing for Re-Accreditation cycle
- Coaching to be given to students for competitive exams
- Collaborations and tie-ups with various organizations
- Increase in research publication in high impact factor journals