



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MARUDHAR KESARI JAIN COLLEGE FOR WOMEN
Name of the head of the Institution		M SENTHILRAJ
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04174-224300
Mobile no.		9442825147
Registered Email		principal@mkjc.in
Alternate Email		mkjcprincipal@gmail.com
Address		Marudhar Nagar, Chinnakallupalli
City/Town		VANIYAMBADI
State/UT		Tamil Nadu
Pincode		635751
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Ms. M. Ashtalakshmi
Phone no/Alternate Phone no.	04174225300
Mobile no.	9789565577
Registered Email	mkjciqac@gmail.com
Alternate Email	hod.commerce@mkjc.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.mkjc.in/download/downloads/2712181221262950.pdf">http://www.mkjc.in/download/downloads/2712181221262950.pdf</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="http://mkjc.in/download/downloads/1901191249553373.pdf">http://mkjc.in/download/downloads/1901191249553373.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	82.5	2006	17-Oct-2006	16-Oct-2013
2	A	3.27	2013	05-Jan-2013	04-Jan-2018
3	A	3.01	2019	15-Jul-2019	14-Jul-2024

<b>6. Date of Establishment of IQAC</b>	17-Nov-2006
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Twenty percent fee concession	04-Jun-2018 90	139
New courses introduced	05-Oct-2018 365	4
Permanent Affiliation	29-Sep-2018 365	1
Faculty Development Programme	15-Sep-2018 1	172
ISO Internal and External Audit	15-Nov-2018 1	3049
Three CIA Exams per semester	19-Jul-2018 7	2669
2(f) and 12(B) Status	01-Oct-2018 365	1
Sports Scholarship for Players	04-Jun-2018 90	109
MKJC Bazaar by Woman Entrepreneurship Development Cell	20-Sep-2018 1	2586
Seminars/Workshop/Conferences	04-Jun-2018 365	2500
<a href="#">View File</a>		

**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
MKJC	UBA	UBA	2019 15	50000
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

during the year?

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

Plan to receive Unnat Bharath Abiyan(Central Government Scheme) Projects

Obtain Permanent Affiliation

Provide Academic and Sports Scholarship

Increase the Publications in Scopus, H-index Journals

Introduce new NCC Unit and Other Extension Activities

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

Plan of Action	Achivements/Outcomes
Motivate Staff Members to present, publish their research papers and the articles	More than 100 papers have been published by faculties in National and International Level Conference as well as Articles in ISSN/ISBN/Scopus Journals.
IQAC planned to conduct FDP, Orientation and Training Programmes for MKJC Teaching and Non Teaching Staff Members	1. Orientation Programme for all newly joined Teaching Staff on 05.07.2018. 2. Training Programme on "Office Automation" is conducted on 25.10.2018 for all supporting staff 3. Training Programme on "Tally" is conducted on 26.10.2018 for all supporting staff 4. FDP on "Outcome Based Education" is conducted on 15.09.2018 for all teaching staff 5. Communication Skill Programme is conducted on 25.10.2018 for all supporting staff 6. Training Programme on "Human Relation Skill" is conducted on 18.08.2018 for all supporting staff
Planned to start new NCC Self-Financing Unit-1	NCC Unit-1 started and functioning from 14.08.2018
Submission of AISHE	Submitted AISHE on 31.01.2019
Submission of NIRF	Submitted NIRF on 26.11.2018
Planned to apply for getting 2(f) and 12(B) Status	Applied for 2(f) & 12(B) Status from UGC
Planned to Apply for Permanent Affiliation	Obtained Permanent Affiliation from Thiruvalluvar University in the Academic year 2018 - 2019.

Planned to introduce new courses	The following four new courses were introduced 1. B.A Tamil 2. B. Sc Statistics 3. M.B.A (HRM) 4. M.Phil Bio Technology
Decided to provide Sports Scholarship for Divisional Players also	Providing scholarships for Divisional, University, State, National Level players
Planned to provide 20 percent fee concession for PG M.Phil students (who have studied at MKJC) for increasing no of admission.	From the Academic Year 2018 to 2019 onwards 20 percentage fee concession is provided for Alumni.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
IQAC	22-May-2019

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
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Date of Visit	20-Jun-2019
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2019
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Date of Submission	31-Jan-2019
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> <li>• Our college is an ISO 9001:2015 Certified Institution. We have proper Management Information System in all aspects. In teaching and learning we follow proper system such as Subject Allocation, Lesson plan, Work diary, Entry of various subjects' marks, and all details in a systematic manner and it automatically generate the report of marks statement and remedial measures to be taken.</li> <li>• The college uses ERP software called Higrade by the vendor Bosco Soft Technologies for MIS. The academic calendar is prepared and made available to the students and staff through college website. The college</li> </ul>
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has its own website [www.mkjc.in](http://www.mkjc.in). The College maintains and updates the website regularly. The information's such as various activities of college, academic calendar, admission notification, teacher profile, student activities, advertisements and latest events are displayed regularly. The college has a Short Message Service (SMS) to deliver important information to its stakeholders. For the benefit of the students our library provides online Inflightnet, Delnet and NPTEL video lectures. • NAAC Accreditation Certificates, AQAR Reports, Minutes of Meetings, ISO Certificates, AISHE Certificates, AICTE Certificates, NIRF, MoU's and all the programmes and proceedings of IQAC committee are available on college website. • Computerized techniques are used to keep tracks and records of all financial matters of the College. The college has software. Most of the accounts documentations are digitally maintained. • College uses ERP software called Higrade by the vendor Bosco Soft Technologies for its administrative operations also. College administrative activities are fully automated. It includes students' database, staff database, etc. With a view to encourage paperless communication institutional email has been set up. Institutional Email IDs for all faculty members have been created for official communication purpose. The website displays administrative structure, Academic Calendar, Curriculum with course outcomes, program outcomes and programme specific outcomes, information related with skill enhancement courses. • All the relevant information related to admission, students scholarships, co curricular and extracurricular activities, placement related activities, outreach and extension activities etc are computerized. The Higrade soft technologies used to generate subject wise list of the students, Student Profile, Transfer Certificate, Conduct Certificate, Attendance Certificate, Bonafide Certificate, Caste wise admission reports, Fee receipts, Identity cards etc. All Official correspondence is sent to the students through SMS in English and Regional

## 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 College is Permanently affiliated to Thiruvalluvar University, So the curriculum and syllabi prescribed by the university are strictly adhered to. The College has strategic ways and means to strengthen the teaching-learning process in the following ways. • Mechanism for the well planned curriculum delivery consists of Distribution of syllabi among the Departments and in turn among teachers, Distribution of subject papers within each Department among the faculty members. • An academic calendar is prepared in advance for planning the syllabus completion and overall college events. • Preparation of Master time table of the college, Departmental time table and Individual teachers' time tables are Prepared in advance. • Scheme of syllabus completion is prepared by staff members well in advance. • Faculty members are maintaining their lesson plan, Work Diary and Question Bank for each semester. • Individual work diary is maintained by faculty which indicates the coverage of syllabus. Diaries are periodically checked by the Head of respective Departments. • Digital teaching through smart and ICT enabled tools are used in class rooms. • Teachers refer to the standard reference books prescribed by University along with latest information available through online and other resources for effective implementation of curriculum. • Besides the use of conventional method, various other teaching methods like Web related Assignments, Peer Learning, Team teaching, seminar, Group Discussion, Projects, Surveys, Quiz, Demonstrations, Debates, PPT Presentations, Role Play, Games, Short Films, Industrial Visits, field trip, internship, Model making, practicals, Videos, Use of charts and graphs, Case studies are used for effective curriculum implementation. • Regular Class committee meeting is conducted to review the completion of syllabus. • The faculty members are encouraged to attend workshops, FDP, national/international seminars, conferences, symposium, refresher and orientation programs. • Class wise Parents Teachers meeting is conducted to ensure the overall development of Student's, effective and transparent implementation of the curriculum and maintain a healthy relation between the faculty, students and parents. • Monitoring of course delivery and syllabus completion through formal and informal feedback is done. • Several innovative orientation programs are organized to improve the skills of the faculty. • Teachers plan their own methodology based on the needs of the subject and the learners. • The Departments are encouraged to organize Seminars and Workshops. • Bridge courses/Remedial courses are conducted for the slow learners. • The Institution constantly strives to upgrade its infrastructure to meet the challenges of a technology driven environment. • Book Bank facility is available for the financially backward Students. • The college offers facilities such as EDUSAT, OPAC, INFLIBNET, NPTEL, E.T lab, smart class rooms, computers and Laptops to the faculties as well as students. Adequate facilities are made available for Xerox and Scanning the course materials. Students are making use of the computers for their project works, Internet searching etc. • Through the Suggestion Box and Grievance cell, Principal is made aware of the Problems. • Teachers are evaluated by students and the teachers are instructed to change, modify various aspects of their teaching

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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No Data Entered/Not Applicable !!!

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
MPhil	BIOTECHNOLOGY	31/10/2018
MBA	HRM	31/10/2018
BSc	STATISTICS	31/10/2018
BA	TAMIL	31/10/2018
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	TAMIL	31/10/2018
BSc	STATISTICS	31/10/2018
MBA	HRM	31/10/2018
MPhil	BIOTECHNOLOGY	31/10/2018

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

	Certificate	Diploma Course
Number of Students	0	54

## 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
Basic Biochemistry	30/07/2018	9
Basic Biotechnology	30/07/2018	33
Logical and verbal reasoning	30/07/2018	60
Chemistry in everyday life	30/07/2018	46
ICSI-Foundation Executive(I YR)	30/07/2018	28
Communicative skills	30/07/2018	73
Management Concepts	30/07/2018	14
English for competitive Exam	30/07/2018	4
Bank Training	30/07/2018	66
Astrophysics	30/07/2018	5
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### 1.3.2 – Field Projects / Internships undertaken during the year



Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	TAMIL	50
BA	ENGLISH	47
BBA	BUSINESS ADMINISTRATION	193
BCA	COMPUTER APPLICATION	30
BCom	COMMERCE	124
BSc	PHYSICS	9
BSc	CHEMISTRY	102
BSc	BIOCHEMISTRY	32
BSc	BIOTECHNOLOGY	153
BSc	MATHEMATICS	91
<a href="#">View 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>As a quality mandate every year we collect feedback from Students, Staff, Parents, Alumni and Employers of our college. Student Feedback: • Faculty feedback from the students for the respective course is taken once in a year on various teaching/learning aspects and it is analysed by the Principal and corrective measures were taken and informed to the respective faculties for further improvements. • We have a system of taking feedback from students on subject wise teachers. This is a feedback on 5-point scale, which measures parameters like 1. Basic instructional practices like Regularity, Punctuality, Clarity of speech and Preparation for Class. 2. Organization, Method of Presentation and usage of Teaching Aids. 3. Ability to motivate the students, Evoke interest, impact high knowledge and innovativeness in the subject. 4. Making most of the students in the class to understand the subject, ability to control the class. 5. Covering the syllabus, conducting tests, evaluation of performance in tests, preparing students for university exams and impartiality in dealing students. 6. Subject knowledge, Teaching aids used, methodology etc, which is analysed by our management for taking appropriate decisions for improving the quality of teachers. • Feedback about the infrastructural facilities are taken from all the students once in a year. The parameters for student feedback are admission process, administrative, teaching staff, co-curricular activity, canteen facilities, housekeeping, library, drinking water, security, transport, hostel, mess, sports. • Through IQAC we collect feedback from students for Net facility, Library and Sports. • The faculty takes feedback orally from students regarding their curriculum during classes/class committee meetings. • We obtain feedback from the seminar/conference participants, both in formal and informal ways at the end of each programme.</p>

This helps in future planning to get the best out of such programmes. Parents Feedback: • Feedback from the parents are also taken. The parameters for parent feedback are admission process, administrative, canteen facilities, housekeeping, transport, college rules regulations, student's study interest. Faculty Feedback: • Every semester junior faculty evaluation is processed by senior faculty, subject experts and are informed to the faculties for enhancing their skills, through Principal. • Senior Staff Members will monitor the cleanliness of Mess, Hostel, Canteen etc. Alumni Feedback: • Feedback is taken from alumni for suggestions or improvements in the curriculum. Employer Feedback: • Feedback is also collected from the Employer. This feedback is discussed in meeting of training and placement cell. • After feedback collection, it is cumulated. The consolidated feedback is discussed and analyzed with the management during MRC meeting. • Necessary action and more attention were given to areas needs improvement • We also have a Grievance and suggestion box which is accessible to all the stake holders so that they can give their feedback/ suggestions for improvements. • The college management takes care of the overall development of the institution. An alumni and parents are well satisfied with the progress of our institution in all respects. Thus, all the stakeholders provide timely service for the benefit of the students.

## 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
BA	English	140	79	70
BSc	Nutrition FSM & Dietetics	100	52	48
BSc	Interior Design & Decor	50	18	18
BSc	Computer Science	100	74	61
BSc	Biotechnology	100	84	73
BSc	Chemistry	55	68	54
BSc	Biochemistry	50	50	45
BSc	Physics	100	121	83
BSc	Statistics	50	14	11
BSc	Mathematics	140	118	83

[View File](#)

### 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
2018	2305	337	62	10	100

### 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
172	172	373	15	2	7

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

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

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

**STUDENTS MENTORING SYSTEM** Mentoring in education involves a relationship between two people where the Mentor, is a person who plays a supportive and advisory role for the student, the mentee. This relationship promotes the development and growth of the mentee skills and knowledge through the mentors experience. It also provides the students the freedom to express any personal or educational issues to the mentors which is maintained as confidential information by the mentors. Hence to provide the students the opportunity to grow in their professional lives and career without any hurdles during their college life, our institution also provides mentoring to all students. The purpose of assigning mentors, their responsibilities and process being followed is briefed below.

**OBJECTIVE OF MENTORING SYSTEM**

- To bridge the gap between the teacher and the students.
- Creation of a better environment in college, where students can approach teachers for both educational and personal guidance.
- Enhancement of knowledge base for both teachers and students alike due to effective two way communication.
- To motivate the students for higher studies and empower the spirit of entrepreneurship within them.
- To provide necessary advice and support for improvement in academic performances of the students.

**RESPONSIBILITIES** The mentor will have the responsibility to perform the following functions:

- Mentors act as role models and facilitate leadership by developing the interpersonal skills and helping students thrive in competitive environments.
- A mentor should meet the group of students(mentee) once in a month/as and when required.
- The mentor should continuously monitor, counsel, guide and motivate the students in all academic matters.
- The mentor should provide necessary advice to the students regarding choice of electives, projects, etc
- The mentor should contact the parents/guardians if situation demands.
- The mentor should advise the students for future career choices and should provide the students with all the necessary professional guidance.
- The mentor should maintain a detailed progressive record of the students.

**PERCEPTUAL PROCESS**

- Regular meetings are held between mentor and mentee
- A report card is maintained for each student.
- The report card has both personal details and performance of the student.
- Students are allowed to approach the mentor for both academic and personal problems.
- Personalized as well as professional career advise is given to the mentee.

**OUTCOME** The students mentoring system was brought into action to help the students excel in their careers without any professional or personal hindrance. the activity of the mentors is also monitored periodically to ensure that the students are well backed up by the mentors. The mentoring system of MKJC ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2669	172	1 : 16

**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
172	123	49	49	10

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

2018	Dr M SENTHILRAJ	Principal	Chief Superintendent Marudhar Kesari Jain College for Women
2018	Dr C NITHYA	Vice Principal	Certificate of Appreciation from Vasan Eye Care Hospital
2018	Dr C NITHYA	Vice Principal	Chief Guest Chandra Udayam
2018	Dr C NITHYA	Vice Principal	Certificate of Appreciation fromTamilnadu Urdu Research Centre
2018	Dr M INBAVALLI	Associate Professor	Life Member - The Indian Society for Technical Education
2018	Dr M INBAVALLI	Associate Professor	Member in Internaional Associaion of Engineers
2018	Dr M INBAVALLI	Associate Professor	Member in Internaional Journal of Computer Science and information Security(IJCISIS)
2018	Dr M INBAVALLI	Associate Professor	Editor-in-chief in Internaional Journal of Emerging Technology and Advanced Engineering
2018	Dr M INBAVALLI	Associate Professor	Editorial Board Member in International Journal of Current Trends in Engineering and Research
2018	Dr M INBAVALLI	Associate Professor	Associate Editors in Global Innovative Research Journal(GIRJ)
<a href="#">View File</a>			

## 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
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				examination
BSc	U18	ODD/2018	06/12/2018	31/01/2019
BSc	U17	ODD/2018	14/12/2018	31/01/2019
BSc	U16	ODD/2018	06/12/2018	31/01/2019
BSc	U15	ODD/2018	08/12/2018	31/01/2019
BCom	U11	ODD/2018	14/12/2018	31/01/2019
BCom	U10	ODD/2018	14/12/2018	31/01/2019
BCA	U09	ODD/2018	06/12/2018	31/01/2019
BBA	U08	ODD/2018	06/12/2018	31/01/2019
BA	U07	ODD/2018	06/12/2018	31/01/2019
BA	U04	ODD/2018	06/12/2018	31/01/2019

[View File](#)

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

**Continuous Internal Evaluation:** Based on the Continuous Internal Evaluation and University Examination results in the following criteria. Assessment of performance is an integral part of teaching and learning process. In the student's academic performances, the Evaluations are assessed with their exam pattern and active participation. The allocation of marks is according to the University norms of formative evaluation and summative evaluation for theory and practical examinations. The Continuous Internal assessment of students is analyzed through assignments and test (CIA, Mid and Model) throughout each semester. Academic Calendar with Exam dates are displayed in the College handbook and Department notice board. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. Cumulative mark is monitored by Head of the Department and the necessary feedback and guidance is given to the concerned faculty members. The Students problem is resolved by Counselling and Mentor ward system. Reforms:

**Best Performance Students:**

- Motivating students to enhance the skills in various aspects such as discussions, seminars and guest lectures.
- Present and publish the papers in conferences and seminars.
- Participate in intercollegiate competitions.
- Encourage and motivate the students to achieve University ranks and placed in Campus too.

**Average Performance Students:**

- Conducting tests or assignments and reexplaining the critical topics.
- Unit wise question banks are provided for all subjects.
- Students are encouraged to solve previous years University Exam question papers.

**Slow Learners Students:**

- Slow learners due to frequent absenteeism is dealt by sending registered post and informing over phone to the parents.
- Retest and counselling is given to the slow learners.
- Previous year university question bank are provided to students.
- Assignments given to improve their writing practice.

**Class Committee meeting:** Class Committee meeting is conducted every month to discuss improvements related to subjects and discussing about general issues with the respective class students. We gather the students like 2 students from topper, 2 students from average and 2 from slow learners in each class and discuss the practices and issues. Based on their feedback action taken like

- Guidance and motivation for faculty, for handling students and change in Teaching learning process to improve students performance.
- Providing of notes to improve slow learners.
- Tutoring on tough topics.

**Mentor System:** Faculty mentors play a crucial role in mentoring students. Students and their mentors share responsibility for ensuring productive and rewarding mentoring relationships.

In Tutor wards system, a mentor who serves as a guide throughout their institutional period and career. They give constructive feedback on writing, teaching and other elements of career prospects. **Parents-teachers meeting:** The

Parents-teachers meeting is conducted to discuss the overall performance of the students regarding their Examination marks. The student parents are informed through phone and SMS about the college reopen date and date of commencement of exam. We inform to the parents about the internal exams and university results and insist parents to monitor student's performance at home and be regular.

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

The calendar is prepared well planned in advance and is outlined in detailed information. The college functions and adheres to the maximum number of working days as per university academic calendar. The academic calendar divides the academic year into two semesters. It provides the information of the courses for the semester, admission process, important events of the academic year, and date of commencement of internal examinations and external University examinations, details of curricular extra-curricular activities, list of government holidays, and the total number of working days. The HOD finalizes the subject allocation to the faculty, based on area of specialization. The calendar is prepared in such a way it gives information regarding, • College Profile • Trust Board Members • Faculty Details • Academic Advisory Council • College Council • IQAC Committee Members • Code of Conduct • NSS Advisory Council • Courses Offered • Course Details • Fees Details • Rules Regulations • Social Activities • Plan of Activities • College timings • Courses offered mentioning eligibility of each course, credits, internal and external marks allocation of each subject • Particulars of University fees to be paid at the time of admission of UG,PG and M.Phil Courses • University Examination Fees details • Rules and Regulations mentioning about the Important Information to parents and students, information regarding Internal examinations and periodical tests, University examinations, Library timings and Laboratory facilities • Various Club In-charge details • Date of Examination mid/model/university • Leave Record • Late Record • Allocated space for Student Timetable(odd/even) • Sports Achievers, Best Outgoing students and University Rank Holders • Hostel and canteen facilities • Internal Examinations like mid and model are conducted as per the Calendar Schedule • In Lieu with academic calendar, each department club plan and organize activities accordingly

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)

[http://www.mkjc.in/academics/programme\\_outcomes/](http://www.mkjc.in/academics/programme_outcomes/)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
U04	BA	English	76	57	75
U08	BBA	Business Administration	42	38	90.48
U09	BCA	Computer Applications	74	72	97.30
U10	BCom	Commerce	67	55	82
U11	BCom	Commerce CA	29	26	89.66

U15	BSc	Biochemistry	38	32	86.80
U16	BSc	Biotechnology	37	36	97
U18	BSc	Computer Science	56	44	78.57
U25	BSc	Mathematics	117	93	79.50
U24	BSc	Interior Design & Decor	22	22	100
<a href="#">View 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)

<http://mkjc.in/download/downloads/0610201414469743.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	Nil	0	0
International Projects	0	Nil	0	0
Students Research Projects (Other than compulsory by the University)	0	Nil	0	0
Projects sponsored by the University	0	Nil	0	0
Industry sponsored Projects	0	Nil	0	0
Interdisciplinary Projects	0	Nil	0	0
Minor Projects	0	Nil	0	0
Major Projects	0	Nil	0	0
Total	0	Nil	0	0
No file uploaded.				

### 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
Workshop The Power of	BUSINESS ADMINISTRATION	10/11/2018

Positivity to Achieve your Personal or Professional Goal		
workshop on Life and study skills	BUSINESS ADMINISTRATION	25/02/2019
BLOOD GROUPING PROGRAMME	BIOCHEMISTRY	25/07/2018
SPECIAL MEETING on "HAEMATOLOGICAL METHODS"	BIOCHEMISTRY	04/09/2018
SPECIAL MEETING on "HAEMATOLOGICAL METHODS"	BIOCHEMISTRY	25/09/2018
WORKSHOP ON "BIOCHEMICAL TECHNIQUES"	BIOCHEMISTRY	21/02/2019
Career Guidance Program on Company Secretaryship	COMMERCE	20/08/2018
INNOVATIONS AND EVOLVING TRENDS IN COMMERCE	COMMERCE	27/09/2018
COMM-UNIQUE	COMMERCE	26/02/2019
Career Guidance Program on Company Secretaryship	COMMERCE CA	28/08/2018
INNOVATIONS AND EVOLVING TRENDS IN COMMERCE	COMMERCE CA	27/09/2018
COMM-UNIQUE	COMMERCE CA	26/02/2019
NANO MEDICINE AND STRESS MANAGEMENT	BIOTECHNOLOGY	25/09/2018
Mobile App Development	Computer Applications	27/09/2018
Role of Digital technology in E-Governance	Computer Applications	13/10/2018
Personal career profiling workshop for students	Computer Applications	27/02/2019
Workshop on Big Data	Computer Applications	07/03/2019
Digital Divide Role of social media	Computer Applications	09/03/2019
Mobile App Development	Computer Science	27/09/2018
Role of Digital technology in E-Governance	Computer Science	13/10/2018
Personal career profiling workshop for students	Computer Science	27/02/2019
Workshop on Big Data	Computer Science	07/03/2019
Digital Divide Role of social media	Computer Science	09/03/2019
Seminar : Chem blast	Chemistry	25/09/2018
National Level Seminar On Nanomedicine and Stress Management	Nutrition FSM Dietetics	25/09/2018
Statistics in	Mathematics	19/03/2019



Mathematical Research		
INNOVATIVE MATERIALS	PHYSICS	10/12/2018
EXIHIBITION OF TALENTS ON COMMUNICATION SKILL	English	16/10/2018
ELAKKIYAMUM NAGAISUVAIYUM	Tamil	27/08/2018
Inauguration and Felicitation Function of Urdu Department	Urdu	18/09/2018

### 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
Award	M.ASTHALAKSHMI	Post Office, Tirupattur	30/09/2018	Certificate of Appreciation
Award	M.ASTHALAKSHMI	Tamilnadu Urdu Research Centre	18/09/2018	Certificate of Appreciation
Award	M.ASTHALAKSHMI	Tamilnadu Urdu Research Centre	18/09/2018	Urdu Affinity Award
Certificate	C.NITHYA	Vasan Eye Care Hospital	26/10/2018	Certificate of Appreciation
Certificate	C.NITHYA	Chandra Udayam	22/07/2018	Resource Person
Award	C.NITHYA	Tamilnadu Urdu Research Centre	18/09/2018	Certificate of Appreciation
Letter of Appreciation	G.Deepalakshmi	Chandra Udayam	22/07/2018	Resource Person
Certificate	S.SEMMALAR	Vasan Eye Care Hospital	26/10/2018	Certificate of Appreciation
Certificate	S.SEMMALAR	TamilNadu State Aids control society and State Blood Transfusion Council	25/10/2018	Certificate of Appreciation
Award	K.RAJESWARI	Post Office, Tirupattur	30/09/2018	Post Office, Tirupattur

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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
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>19</b>	<b>9</b>	<b>4</b>

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

Name of the Department	Number of PhD's Awarded

Nil	0
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### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Nil	0	0
International	Commerce	1	6
International	Biochemistry	2	0
International	Business Administration	1	1

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

Department	Number of Publication
Urdu	2
Commerce	9
Biotechnology	3
Interior Design and Decor	2
Computer Science	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
CUSTOMER PERCEPTION TOWARDS GST	D.Sheela	International Journal of Innovative Research in Management Studies (IJIRMS)	2018	0	Online Journal	0
REPRESENTATION OF FEMINISM IN ANITA DESAIS FIRE ON THE MOUNTAIN	MS.N. HEMAMALINI	IJELLH (International Journal of English Language, Literature in Humanities)	2019	3	MARUDHAR KESARI JAIN COLLEGE FOR WOMEN, VANIYAMBAD I	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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					citation	the publication
Dielectric Magnetic hyperthermia and photocatalytic properties of ZnFe <sub>2</sub> O <sub>4</sub> nanoparticles synthesized by solvothermal reflux method	C. Pavithra	Applied Physics A	2019	3	21	Nil
Dielectric piezoelectric properties of microwave sintered PbTiO <sub>3</sub> synthesized by sol-gel method	C. Pavithra	Journal of Sol-gel Science and Technology	2018	3	3	Nil
Electrical and magnetic properties of NiTiO <sub>3</sub> nanoparticles synthesized by the sol- gel synthesized method and microwave sintering	C. Pavithra	Materials Chemistry and Physics	2018	3	3	Nil

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	50	94	44	59
Presented papers	6	10	0	0
Resource persons	1	0	0	0

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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
YRC AND RRC Pyramid Spiritual Societies Movement{Yatra For Animals(awareness Programme)}	YRC RRC	11	98
Electrol awareness programme	NSS, YRC RRC,ELECTRO LITERACY CLUB	10	300
FREE CANCER DETECTIONCAMP	NSS, YRC RRC	10	0
VASAN EYE CAMP FREE DETECTION	NSS, YRC RRC	250	2250
BLOOD DONATION CAMP	NSS, YRC RRC	22	8
WOMENS DAY CELEBRATION	YRC RRC and UNION	120	2250
Essay Competition.N ational level	Indian Institute of Public Administration	4	110
Culturral events-33 students from our College participated	ELITES 2018-Sacred Hearts College	4	33
Inauguration	Theatre Club Inauguration	4	350
Competitions	Inter Department Literary Fest-Off Stage Events	4	108
<a href="#">View File</a>			

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
Voluntary Contribution for visual Challenges	IAB Champions 2019 Silver Zone	Indian Association for Blind	150
Pavaenthar Vizha 2019	Award of Appreciation	Pirithi Pathipagam	250
Letter Writing Competition	Certificate of Appreciation -Letter to my MotherLand from Post Office	Central Govt.Post Office	1000
Speaker	Chief Guest - Chandra Udayam	Rotaract Club	200
Blood Donation Camp	Certificate of	Tamilnadu Aids	150

	Appreciation from TamilNadu State Aids control society and State Blood Transfusion Council	Control Society	
Voters Awareness Programme	Youth Voters Festival-vaniyambadi Taluk office	Tamilnadu Govt. Vaniyambadi Taluk	25
Talent Competitions	Certificate of Appreciation from shakespeare institute of English studies	Shakespeare Institute of Studies	110
Best College Award	Award for Best College	Captain TV	500
hosted and supported to conduct Letter Writing Competition	Award for best Collge	Supdt of Post Office, Tiupattur	200
Active Participation	Award of Appreciation for Talent Examination	Shakespeare Institute of Studies	110
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
YRC AND RRC Pyramid Spiritual Societies Movement{Yatra For Animals(awareness Programme	YRC RRC	Yatra For Animals	11	98
Rally for Animal Protest	Pyramid spiritual Society Movement	Rally for Animal Protest	4	150
Inagural -Special Meeting	Head Post office, Tirupattur	Letter to My Mother Land	4	100
Letter Writing Competition Activity	Indian Postel Dept-Tirupattur Division	Letter to My Mother Land	4	1500
NSS Unit I II	Wonderla	Tree Plantation	2	20
NSS Unit I II	Swachh Bharat Team	Special Rail Cleanliness Drive	2	13

NSS Unit I II	Islamiah College	Anti Drug Awareness Program	2	42
NSS Unit I II	NSS, MKJC	National Dewarming Day	2	900
NSS Unit I II	NSS, MKJC	Breast Feeding and Dengue Awareness	2	200
NSS Unit I II	NSS, MKJC	Awareness on prevention of children from Sexual Offences	3	200
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### 3.5 – Collaborations

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Minor Project	Project Training	Various Companies	20/12/2018	04/01/2019	40
Project on Recent Trends in IT	Project Training	Various Companies	02/01/2019	30/03/2019	5
Project on Recent Trends in IT	Project Training	Various Companies	02/01/2019	30/03/2019	12
Biotechnology Project	MAJOR PROJECTS	Various Companies	01/11/2018	31/01/2019	12
On-The-Job Training	Fundamental Banking Transactions	Various Banks	30/06/2018	01/09/2018	38
On the Job Training	Fundamental Banking Transactions	Various Banks	21/07/2018	27/10/2018	44
Minor Project	Project Training	Various Companies	20/12/2018	04/01/2019	40
On The Job Training	Fundamental Banking transactions	Various Banks	30/06/2018	01/09/2018	77

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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
VAANI TECH, VANIYAMBADI	07/05/2019	1.To extend support in effluent purification process by providing suitable bioremediation. 2.Training will be given periodically for the process involved in the effluent treatment.3. To Update and Upgrade mutually, the knowledge acquired in effluent	395
University of Madras	05/06/2019	Distance Education Course	0
ICSI	23/03/2019	The institute of company secretaries of India	250
AICTE	04/04/2018	MCA Approval	27
ASFASM	15/05/2018	MCA CET	4
Inflibnet	12/04/2018	Information and Library Network Center	674
Delnet	10/05/2018	Developing Library Network	51
TUDA	23/01/2018	Education related legal issues	2500
AMPC	10/01/2019	Education related legal issues	2500
Madi Devi Fund, Gyan Chand Fund, Ramaswamy Fund	20/03/2019	Students Fund	10

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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
43200000	44457896

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
eBlis	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23253	6235396	1212	470126	24465	6705522
Reference Books	2667	1581737	73	80410	2740	1662147
e-Books	25135000	48970	0	0	25135000	48970
Journals	60	130435	0	0	60	130435
e-Journals	51000	48970	0	0	51000	48970
Digital Database	0	0	0	0	0	0
CD & Video	1138	27258	8	200	1146	27458
Library Automation	1	125000	0	0	1	125000
Weeding (hard & soft)	58	1747	0	0	58	1747
Others (specify)	20000	8500	0	0	20000	8500
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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
Ms. S. Sangeetha	Functions in C	<a href="http://www.mkjc.in/video_gallery/20190130/function_in_c/">http://www.mkjc.in/video_gallery/20190130/function_in_c/</a>	30/01/2019
Ms. B. Shalini	Auto Immunity	<a href="http://www.mkjc.in/video_gallery/20190130/auto_immunity_lecture/">http://www.mkjc.in/video_gallery/20190130/auto_immunity_lecture/</a>	30/01/2019
Ms. Pooja	Principles of Management	<a href="http://www.mkjc.in/video_gallery/20190130/principles_of_management/">http://www.mkjc.in/video_gallery/20190130/principles_of_management/</a>	30/01/2019
Ms. S. Baranipriya	Atomic Structure	<a href="http://www.mkjc.in/video_gallery/20190131/chemistry/">http://www.mkjc.in/video_gallery/20190131/chemistry/</a>	31/01/2019
Ms. M. Ashtalakshmi	Nano System	<a href="http://www.mkjc.in/video_gallery/20190131/physics/">http://www.mkjc.in/video_gallery/20190131/physics/</a>	31/01/2019
Ms. Ruya Begum	Lymphoid Organs	<a href="http://www.mkjc.in/video_gallery/20190131/biotechnology/">http://www.mkjc.in/video_gallery/20190131/biotechnology/</a>	31/01/2019

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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
Existing	325	246	80	13	0	10	42	200	14
Added	6	0	0	0	0	2	4	0	0
Total	331	246	80	13	0	12	46	200	14

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

200 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
Samsung PTZ Controller SpC-1010	<a href="http://www.mkjc.in/video_gallery/20190131/tamil/">http://www.mkjc.in/video_gallery/20190131/tamil/</a>
Samsung PTZ Controller SpC-1010	<a href="http://www.mkjc.in/video_gallery/20190131/bba/">http://www.mkjc.in/video_gallery/20190131/bba/</a>
Samsung PTZ Controller SpC-1010	<a href="http://www.mkjc.in/video_gallery/20190131/commerce_ca/">http://www.mkjc.in/video_gallery/20190131/commerce_ca/</a>
Samsung PTZ Controller SpC-1010	<a href="http://www.mkjc.in/video_gallery/20190131/commerce/">http://www.mkjc.in/video_gallery/20190131/commerce/</a>

DELNET Home Page	<a href="http://www.delnet.in">http://www.delnet.in</a>
DELNET e- books reference	<a href="http://www.e-booksdirectory.com">http://www.e-booksdirectory.com</a>
DELNET E- Journal ( Management)	<a href="http://164.100.247.25/basisbwdocs/manag.html">http://164.100.247.25/basisbwdocs/manag.html</a>
DELNET E- Journals( Arts and Commerce)	<a href="http://164.100.247.25/basisbwdocs/artsandsciences.html">http://164.100.247.25/basisbwdocs/artsandsciences.html</a>
INFLIBNETT Home Page	<a href="http://www.inflibnet.ac.in">http://www.inflibnet.ac.in</a>
Panasonic DMR-Eh59	<a href="https://nlist.inflibnet.ac.in/veresources.php">https://nlist.inflibnet.ac.in/veresources.php</a>
CVSD-41AR-Video Switcher	<a href="http://www.mkjc.in/video_gallery/20190131/english/">http://www.mkjc.in/video_gallery/20190131/english/</a>
CHOD-8C	<a href="http://www.mkjc.in/video_gallery/20190131/nutrition_fsm_dietetics/">http://www.mkjc.in/video_gallery/20190131/nutrition_fsm_dietetics/</a>
Benq Projector -04	<a href="http://www.mkjc.in/video_gallery/20190131/english/">http://www.mkjc.in/video_gallery/20190131/english/</a>
Allen Health Zed 24 Digital Mixer	<a href="http://www.mkjc.in/video_gallery/20190131/nutrition_fsm_dietetics/">http://www.mkjc.in/video_gallery/20190131/nutrition_fsm_dietetics/</a>
Amplifier POPE Professional	<a href="http://www.mkjc.in/video_gallery/20190131/computer_science/">http://www.mkjc.in/video_gallery/20190131/computer_science/</a>
INFLIBNET e- books reference/ E- Journals	<a href="http://www.inflibnet.ac.in">www.inflibnet.ac.in</a>

#### 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
23840000	24583838	7685000	7709892

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)

ISO: MKJC is an ISO 9001:2015 Certified Institution. Our institution having Quality Protocol, Process Protocol, Forms and Formats for academic, administration and library activities. Our institution frequently schedules internal and external audits. Two internal audits will be conducted by trained internal auditors of our college and one external audit will be audited by ISO members from BSI. Maintenance of the campus Cleaning services are regularly done for all laboratories, library and restrooms in hostel as well as in college premises. Trouble shooter The college has the facility of generator with the capacity of 125kW. The voltage and power supply is regularly checked. Class rooms Adequate classrooms are available. Internal Communication form will be given to the Maintenance Supervisor, if any furniture is needed. Laboratories Laboratories in our college have a huge collection of equipments to carry out the practical works and they are maintained by available technicians and Lab in-charges. Computer Services 1. Our system admin maintains IT enabled and computer aided services regularly. 2. Each Department has appropriate computers. 3. Internet and WIFI enabled campus. Library Our College library books are arranged based on Dewey decimal classification. To prevent the damage of books, periodic book binding is done. Operating and development services are done by Library Advisory Committee. Library is monitored by CCTV.

To ensure return of books, 'no dues' from the library is mandatory for the students. Sports MKJC ensures healthy and holistic lifestyle among the students by encouraging them to participate in sports. Sports activities are well planned and implemented by the physical education department with providing standard facilities. Expert coaching is provided for promising athletes/sports persons. Sports room and play ground are well maintained. Emergency care is always available within the campus. Water Management RO water plant is established in the premises to supply purified drinking water and maintained by RO plant in-charge. Canteen Canteen is periodically monitored by our Principal, Management members, Trust Coordinator, Quality Coordinators and PRO. During ISO audit canteen is also audited by our college internal and external auditors. Biometric Daily report and monthly report of Biometric is maintained by software in-charge Additionally:- 1. There are lab instructors in every department, who maintains the stock register by verifying the items. 2. Department wise annual stock verification is done by concerned committee. 3. Computer Laboratory equipments are regularly maintained by Laboratory Assistant and attendant. 4. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and lawns are maintained by Institute concern Employees. 5. College campus maintenance is monitored through regular inspection. 6. Upkeep all facilities and cleanliness of environment in hostel is maintained through Hostel monitoring committee. 7. Updating of software is done by system admin. 8. Outsourcing is done for the maintenance of wooden furniture, electrification, and plumbing. 9. Maintenance of reading room and verification of library books are regularly done by library staff.

<http://mkjc.in/download/downloads/1510201117036148.pdf>

## 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	MKJC MANAGEMENT	343	2243925
Financial Support from Other Sources			
a) National	SC/ST (Govt) MINORITY (Govt)	202	775200
b)International	-	0	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft skill	20/12/2018	839	Department of English, MKJC, Vaniyambadi.
Remedial Coaching	27/08/2018	723	Marudhar kesari Jain College for women, Vaniyambadi.
Language Lab	04/06/2018	1682	Department of English, MKJC, Vaniyambadi. ETNL South Janatha Road,

			Palarivatam, Kochi,682025
Bridge Course	06/07/2018	839	MKJC Vaniyambadi
Yoga and Meditation	04/06/2018	90	Physical Education, Marudhar kesari Jain College For Women, Vaniyambadi.
Personal Counselling	11/06/2018	2305	Marudhar kesari Jain College for women, Vaniyambadi.
Mentoring	11/06/2018	2305	Marudhar kesari Jain College for women, Vaniyambadi.
Students Achievement	28/06/2018	420	Various Institutions
<a href="#">View File</a>			

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
2018	Career guidance and Placement cell	0	857	0	109
2018	Logical and Verbal Reasoning	60	0	60	0
2018	Intelligence and Aptitude Test	63	0	65	0
2018	Problem Solving Techniques	104	0	104	0
2018	NET / SET Coaching	88	0	88	0
2018	Training and Development	18	0	18	0
2018	TNPSC Coaching	165	0	165	0
2018	English for Competitive Exam	4	0	4	0
<a href="#">View File</a>					

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
16	16	5

## 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
On campus	215	27	Off Campus	387	82
<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
2019	1	B.Sc	Physics	WCC College, Chennai.	M.Sc. Physics
2019	4	B.Sc	Physics	MKJC, Vaniyambadi	M.Sc. Physics
2019	1	B.Sc	Physics	MKJC, Vaniyambadi	MBA
2019	1	B.Sc	Physics	Sacred Heart College, Tirupattur	MBA
2019	1	B.Sc	Physics	Sacred Heart College, Tirupattur	M.Sc. Physics
2019	1	B.Sc	Nutrition, FSM & Dietetics	Maharani Cluster University, Bangalore.	M.Sc
2019	1	B.Sc	Nutrition, FSM & Dietetics	Vellalar College for Women, Thindal, Erode	M.Sc
2019	7	B.Sc	Nutrition, FSM & Dietetics	MKJC, Vaniyambadi	M.Sc
2019	2	B.Sc	Nutrition, FSM & Dietetics	RVS College of Arts and Science College, Coimbatore	M.Sc
2019	2	B.Sc	Nutrition, FSM Dietetics	Sri Ramachandra Institute of Higher Education, Chennai	M.Sc

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

Items	Number of students selected/ qualifying
Any Other	7

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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
Sports Activities	Institution Level	1693
Cultural Events	Institution Level	623
Departmental Competitions	Institution Level	566

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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
2019	Form III(Chees)	National	1	0	31816U10018	S. Janani
2019	Form III (Foot Ball)	National	1	0	31817U18049	K.Roja
2019	Form III(crosscountr y)	National	1	0	31818U18003	A.Bhuvansh wari
2019	Form III(crosscountr y)	National	1	0	31816U16036	V.Sandhiya
2019	Form III(crosscountr y)	National	1	0	31817U17025	R.Monisha
2019	Form III(Athletics)	National	1	0	31818U18003	A.Bhuvansh wari
2019	Form III(Athletics)	National	1	0	31816U16036	V.Sandhiya
2019	Form III(Hockey)	National	1	0	31817U18058	S.Shilfa
2019	Form III(Ball Badminton)	National	1	0	31816U25046	M.Lokeshpr iya
2019	Yoga - II Prize	National	1	0	31818U11029	R.Priyanka

[View File](#)

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

The aim of forming College Union is to involve the students in academic, co-curricular and extra-curricular activities. Through these activities Union members learn to plan, organize, analyze and execute the events along with trouble shooting, which help in their personal and professional development. From each discipline, we have Chairman, Vice Chairman, Secretary and Joint Secretary selected by the respective department. Performing the group discussion with the students, program will be organized. College Union acts as a facilitator between the student and the Institution. The student representatives were selected according to the following criteria: • Academic performance • Attendance • Personality Traits /Leadership Quality • Co-curricular Activities • Extra -curricular Activities • Sports • Communication skills / public speech The college union committee contains the following Office Bearers: • Union Chairman • Vice Chairman • Secretary • Joint Secretary • Department Secretaries • Club Secretaries The members for the various bodies are selected by the respective faculty coordinator and activities are initiated for their effective functioning for the academic year. Execute and formulate policy to manage the day today functioning by the club. The Club determines the number and appoint the signatories to manage the club's financial affairs. Hold monthly meetings of the committee and convene special meetings as and when required. Student representation and participation has been an integral part of academic and also various activities of the college. Student representation is on the following committees: • College Union • Reader's Club • Rotaract Club • Citizen Consumer Club • Fine Arts and Cultural Committee • Karuna Club • Red Ribbon Club • Youth Red Cross • Science and Nature Club • Magazine Committee • Student Help Line Grievance Redressal Committee • English Literary and Theatre Club • Women Entrepreneurship Development Cell • Eco Awareness Club • Humour Club • Philately Club • Sports • NSS • Career Guidance Cell • Sevottam • Alumni Association College Union Students works for the benefit of the students throughout the year and pursues several activities within and outside the college campus. It aims to inculcate the larger goal of servicing the nation among the students. There is a significant role and representation of students in various statutory committees of the college such as Cultural forum, NSS, NCC, RRC, YRC and Other Committee. Link for supportive documents : <http://mkjc.in/download/downloads/0510201716075629.pdf>

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2000

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

168171

5.4.4 – Meetings/activities organized by Alumni Association :

2

### 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)

Decentralization and Participative management are followed in our college in

all aspects of work. Planning and decision making to be carried in our organization is delegated from the top management to Principal and Vice Principal of the college and then to HOD's and other staff members. Participation management involves all the faculty members mainly in the decision making process. Decision making is a vital process in any of the organization. In our college participative management is perfectly done in all major decision making process. Two practices during the year 2018-2019 Clubs and Committees There are various clubs and committees in Marudhar Kesari Jain College for women. All clubs and committees inaugurated during the starting of academic year and then activities are conducted to the students. There are various clubs and committees in MKJC. Each clubs and committees are sole responsible for the activity to be undertaken for that particular year. Clubs and committee secretaries are selected by respective coordinator with the consent of Head of the Institution based on the criteria. The criteria's are Academic performance, Attendance, Personality Activities, Extra-Curricular Activities, Co-Curricular Activities, Sports and Communication skills. During starting of the academic year the Club secretaries and staff, after decision making process will select student secretaries for that year. Participation of each member is needed throughout the year for successful completion of the club/committee works. The club heads, secretaries and members will discuss the year activity plan and after getting approval and they will execute it successfully and submit its report. Conduct of workshop All departments are given decentralized power by the Head of the Institution to all HOD's to conduct various seminars/conference/workshop/symposium etc., Decentralization and participative management is done in conduction of workshop by various departments. During the starting of the academic year Head of the Institution will delegate authority to plan and conduct programs. HOD's will plan along with the faculty and students, and then finalize the need of certain aspects. As per the requirement, the HOD's will take step to fix the resource person for conduct of workshop. After the resource person confirmation, Department HOD's will discuss to Principal and proceed with request letter along with the budget proposal to the management. After getting approval from management, HOD's will arrange for workshop. Internal and external arrangements are made by the concern Departments. After successful completion of the workshop, feedback is received from the speaker and students as well. Expenditure detail is submitted to the management along with thanks letter through Principal by the concern department HOD. Decentralization and participative aspects are done throughout the process of completing work.

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

Yes

## 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	<ul style="list-style-type: none"> <li>The regulations of our affiliating university, Thiruvalluvar University, followed for Syllabus, Mark allocation, Grade, core subjects, Allied subjects, Non major electives, Electives, Skill Based Subjects and Extension activities.</li> <li>Academic planning is done in advance before the start of every academic year. Allotment of workload and preparation of time table is done in advance by each department. All teachers receive the individual time</li> </ul>



table well in advance before starting of each semester. Faculty members record their daily activities and lectures delivered in their work diary.

- All the Departments and clubs are involved in scheduling academic, co curricular and extracurricular events to enrich the learning process.
- The IQAC ensures quality in Curriculum development through regular meetings among the teaching staff regarding academic affairs and collecting feedback from various stakeholders
- Faculty members are involved in framing curriculum and syllabus for conducting value added courses to enrich their technical skills.
- Faculty members are involved in curriculum development at university level and college level.
- Faculty members are encouraged to participate in conferences, seminars, and workshops on curriculum development conducted by other colleges.

Teaching and Learning

Marudhar Kesari Jain College for Women follows a holistic approach for growth and development of students, our teaching and learning methodology includes Black board, OHP, Projectors ,Power point presentation, Quizzes, Inquiry learning, hands on activities, tutorials, peer learning, self learning, video lecturing ,Assignments etc.

- We have ICT based infrastructure to enhance teaching and learning process.
- We have Mentoring concept to provide special care for students to develop them with their potentiality. Each mentor has a group of students whose overall growth and developments are continuously monitored. If they have any problem that are sort out by individually through counseling.
- We take special care for the students with special needs by providing remedial classes for slow learners.
- Faculty members are motivated to attend Orientation programme, Refreshers course, Workshop and FDPs to develop their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to the students
- Faculty members are motivated to pursue higher studies.
- Faculty members are encouraged to use innovative teaching methodologies to enhance teaching and learning process.

<p>Examination and Evaluation</p>	<ul style="list-style-type: none"> <li>• The College follows the semester system as per the direction of the Thiruvalluvar University. According to the university time table the examination are conducted in our institution.</li> <li>• In each semester the performance of a student is evaluated in terms of percentage of marks with a provision of conversion to grade points.</li> <li>• Three Continuous internal assessment tests are conducted for the students and the students will have 25 percent marks based on the score they have secured in 3CIA examinations and assignments.</li> <li>• The mark ratio of the continuous internal assessment to the semester examination for theory is 25:75. Wherever applicable the evaluation of laboratory component, will also be based on both a continuous internal assessment and semester practical examination.</li> <li>• After the completion of the semester examination the results will be announced by the university and it will be declared to the students by the institution.</li> <li>• University Rank holders also announced by the university based on the mark secured by the students.</li> </ul>
<p>Research and Development</p>	<ul style="list-style-type: none"> <li>• The research committee of the college encourages and motivates the teachers to take up research projects.</li> <li>• The R D cell motivate the faculty members and students to undertake publication of research findings and presentation of research papers.</li> <li>• By providing relevant information, the committee is also involved in facilitating and synchronizing research activities carried out by the members of the faculty, and updates the faculty members on the availability of funds and their sources.</li> <li>• Management sponsors 50 percent of financial assistance for publishing research paper in national and international journals to motivate the faculty members.</li> <li>• The college library provides e-journals and e-books facilities to the researchers.</li> <li>• Laboratories are well equipped hence sophisticated instruments and equipments are available for strengthening research capabilities.</li> <li>• Student Research is also encouraged to make participate in both minor and major projects.</li> </ul>
<p>Library, ICT and Physical</p>	<ul style="list-style-type: none"> <li>• The college has 5 blocks which is</li> </ul>

Infrastructure / Instrumentation

separated as Sri Arihant block, Sri Roop Rajat Block for classrooms, Sri Mahaveer block as administrative office, Sri Maasaradha block for the hostel students and Sri Paraswanath block which is accommodated with mess.

- The college also has an auditorium 2000 students can be occupied. The class rooms are spacious with good ventilation, recently build class rooms are spacious gallery type bright and airy.
- Class rooms are provided with projector and power point presentation latest teaching technology is followed. Fully air conditioned two seminar halls with the capacity of 250 and 600.
- Our college also has well established Digital library ,Computer lab, Internet , LCD, Language lab, ET lab ATM, RAMP, Lift and Play grounds facilities for various sports events such as Hockey, Cricket, Foot ball, Kho kho, Kabaddi, 200 running track, Volley ball, Basket ball, Ball badminton, Tennikoit, Shuttle and Table tennis.
- Science laboratories are well equipped by infrastructure and sophisticated instrumentations are available to enhance the practical knowledge of the students.
- Our college Library is well established with books, journals, Magazines, digital resource like inflibnet, delnet, OPAC facility, DVD, CD etc. Our library is automated with software.

Human Resource Management

- During the starting of all academic year staff members are asked to submit self appraisal form. This system motivates the teachers to publish their books and research article in various conferences, Seminars and also for attending training, Workshop, Faculty development programmes etc.
- The Institution appoints adequate number of qualified faculty members through the procedure of open advertisement and interview by internal expert committee.
- The Institution organizes orientation programme for new faculty members and FDP to all faculty members to upgrade their skills.
- Our college provides OD leave to faculty members for pursuing higher studies, attending seminars, conference, workshops and exam duties. Maternity leave also provided to the faculty members who are in need.
- The management contributes an amount to all employees for EPF.
- The Head of the

Department meet the class representatives and the students to get feedback on the performance of the Department staff. The Principal and the Vice Principal meet the class representatives to obtain the feedback on teacher performance and quality of teaching.

Industry Interaction / Collaboration

- Each department arrange for industrial visit to various industries to acclimatize the students for industrial environment. MOUs are also signed with the industries to carry out the part of their research work.
- Expert lectures by industrial persons are also organized to make the students aware of the opportunities available in the specific field.
- The faculty members are involved in the collaborations for the utilizations of laboratories and enrichment of research by exchanging knowledge. Various Skill development courses are organized in our college.
- Our students are attending internship program in many industries and they are placed

Admission of Students

- The institution selects members for Brand Building committee and start admission process. Brand Building team will visit various in and around schools of our college and give awareness about importance of higher education to women students, Courses available in our college, Fee Concession, Scholarship available for students etc to 12th students.
- Counseling of students and parents is done at the time of admission by the faculty members.
- The students are guided to opt for right choice of subject combination at the time of admission by team of members allotted in help desk.
- Financial help is offered through the payment of fees in installments for all the students.
- To increase the UG admission, college provides Sports Scholarship, SC/ST Scholarship, Minority Scholarship, farmers Scholarship to the students and also provides fee concession for physically challenged students.
- To increase the PG admission, college provides 20 percent fee concession to the students who have completed their UG in the same institution.
- The college provides 50 percent fee concession to students whose parents

are working in the same institutions to increase the admission.

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

E-governance area	Details
<p>Planning and Development</p>	<p>Our college is ISO 9001:2015 certified institution. We have proper planning in all aspects. In teaching and learning we follow proper system such as Subject Allocation, Lesson plan, Work diary, Entry of various subjects marks and all details in a systematic manner and it automatically assist the student's marks and give reports for remedial measure and action. The college adopts e-governance for planning and development. The academic calendar is prepared and made available to the students and staff through college website. The college has its own website <a href="http://www.mkjc.in">www.mkjc.in</a>. The College maintains and updates the website regularly. The information connected to the various activities of college like academic calendar, admission notification, notices, and photographs of teacher student activities, news related to the activities, advertisements and latest happenings are displayed regularly. The college has a short term messaging system to deliver important information to its stakeholders. For the benefit of the students our library provides online INFLIBNET, DELNET and NPTEL video lectures.</p>
<p>Administration</p>	<p>College uses ERP software in its administrative operations. College has proposed complete office automation. Office automation will include student's database, staff database, etc. With a view to encourage paperless communication institutional email has been set up. Institutional Email IDs for all faculty members have been created for official communication purpose. The website displays administrative structure, Academic Calendar, Curriculum with course outcomes, program outcomes and programme specific outcomes, information related with skill enhancement courses. All the programmes and proceedings of IQAC committees are available on college website. To promote the paperless work all notices are sent through email.</p>

Finance and Accounts	Computerized techniques are used to keep tracks and records of all financial matters of the College. The college has Higrade software. Most of the accounts documentations are digitally maintained.
Student Admission and Support	All the relevant information related to admission, students scholarships, co curricular and extracurricular activities, placement related activities, outreach and extension activities etc are computerized. The ERP software generates customisable reports and data like subject wise list of the students, Transfer Certificate, Conduct Certificate, Attendance certificate, Bonafide Certificate, Caste wise admission reports, Fee receipts, Identity cards etc. All Official correspondence is sent to the students through SMS. To keep the students informed, College provide all information about college activity in the College Website and Mobile app.
Examination	Internal examinations like CIA, Mid and Model are conducted by Exam committee of MKJC under the Chief superintendent control (Principal) for each semester and the marks are entered in the Hi-grade soft ware. External examination is conducted by Thiruvalluvar University once in every semester. Internal marks for external examination are entered in the prescribed software of Thiruvalluvar University

### 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
2018	R.MAHALAKSHMI	ENHANCING QUALITY EDUCATION	Nil	1150
2018	S. SEMMALAR	ENHANCING QUALITY EDUCATION	Nil	1150
2018	B. SAKTHIMALA	ENHANCING QUALITY EDUCATION	Nil	1150
2018	C. Nithya	Digisation of Higher Education for	Nil	1500

		Quality Enchancement of teaching Learning and Research Challenges and Opportunities		
2018	M.AshtaLakshmi	Digisation of Higher Education for Quality Enchancement of teaching Learning and Research Challenges and Opportunities	Nil	1500
2018	K. Kalayarasi	OUT COME BASED EDUCATION	Nil	1000
2018	A. Athiyaveni	OUT COME BASED EDUCATION	Nil	1000
2018	Dr. G. Deepalakshmi	OUT COME BASED EDUCATION	Nil	1000
2018	N. Hemamalini	Revised NAAC Norms and Procedures	Nil	600
2018	M.Ashtalakshmi	Revised NAAC Norms and Procedures	Nil	600
<a href="#">View File</a>				

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)
2018	FDP Outcome based Education	Nil	15/09/2018	15/09/2018	172	0
2018	Nil	Road safety program	05/02/2019	05/02/2019	0	40
2018	ISO Internal Auditors Training	Nil	18/07/2018	18/07/2018	15	0
2018	ISO Training	Nil	18/07/2018	18/07/2018	61	0

	Program					
2018	FDP on Mobile App Development	Nil	27/09/2018	27/09/2019	52	0
2018	Nil	Training Program for all supporting staff on Human Relation Skill	18/08/2018	18/08/2018	0	9
2018	communication skill programme	communication skill programme	20/09/2018	20/09/2018	42	10
2018	Nil	Office Automation" training programme	25/10/2018	25/10/2018	0	10
2018	Nil	"Tally" training programme	26/10/2018	26/10/2018	0	10
2018	Orientation programme	Nil	05/07/2018	05/07/2018	42	0
<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
NPTEL FDP on introduction to research	1	01/02/2019	30/04/2019	90
NPTEL Course on introduction to research	1	01/02/2019	30/04/2019	90
NPTEL FDP on Financial Statement Analysis and Reporting	1	02/01/2019	30/04/2019	120
NPTEL Course on Financial Statement Analysis and Reporting	1	02/01/2019	30/04/2019	120
FDP on Mobile App Development	52	27/09/2018	28/09/2018	2



FDP on the course American Literature and Culture conducted by NPTEL	1	02/01/2019	02/04/2019	120
Two Days FDP workshop on Outcome Based Education held at Don Bosco College, Yelagiri	3	26/10/2018	26/10/2018	2
One Day Orientation Program on Paradigm Shift in Quality of Higher Education	2	31/03/2019	31/03/2019	1
FDP on Outcome based Education held at MKJC	172	15/09/2018	15/09/2018	1
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
49	49	57	57

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
21	17	22

**6.4 – Financial Management and Resource Mobilization**

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

The institution has a pre-defined mechanism for internal and external audit. Internal audit is performed twice in a year. Internal audit conducted by the Accounts Manager and Accountant of the institution. Once in year External statutory audit is conducted by the Professional Chartered Accountant. At the end of every academic year stock of every Department and Library is verified by the team of faculty from various departments who act as internal auditors. The qualified remarks if any, given by the auditor are taken into consideration for future course of actions.

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
Unnat Bharat Abhiyan	50000	Village and House hold Survey
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

27194059

**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	Yes	ANAB	Yes	HODs
Administrative	Yes	Pari and Co	Yes	TOP Management

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

1. Parents Teachers Meet. 2. Parents Worship Day. 3. Parents Feedback.

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

1. Hard ware Software training programme 2. Tally Training programme. 3. Drivers Road Safety awareness programme

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

1. Funds/Grants 2. New courses 3. 2(f) and 12(B)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
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
2018	Twenty percent fee concession	04/06/2018	04/06/2018	30/09/2018	139
2018	New courses introduced	05/10/2018	05/10/2018	31/05/2019	4
2018	Permanent Affiliation	29/09/2018	29/09/2018	31/05/2019	1
2018	Faculty Development Programme	15/09/2018	15/09/2018	15/09/2018	172
2018	ISO Internal and External Audit	08/10/2018	08/10/2018	15/11/2018	3049
2018	Three CIA Exams per semester	19/07/2018	19/07/2018	31/10/2018	2669
2018	2(f) and 12(B) Status	01/10/2018	01/10/2018	31/05/2019	1
2018	Sports Scholarship for Players	04/06/2018	04/06/2018	31/05/2019	109

2018	MKJC Bazaar by Woman Entrepreneurship Development Cell	20/09/2018	20/09/2018	20/09/2018	2586
2018	Seminars/Workshop/Conferences	04/06/2018	27/09/2018	25/02/2019	2500
<a href="#">View File</a>					

## 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
Awareness Programme on Breast Feeding and Dengue	14/08/2018	14/08/2018	150	0
Cancer Awareness Programme	22/10/2018	22/10/2018	300	0
Inauguration and Special Meeting on Judicial support to consumer and Women Right	28/01/2019	28/01/2019	250	0
Samudhayathil Pengalin Pangu	26/02/2019	26/02/2019	100	0
Womens day celebration	08/03/2019	08/03/2019	2250	0

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
15.17

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	Yes	6
Ramp/Rails	Yes	6
Rest Rooms	Yes	6
Any other similar facility	Yes	6
Special skill development	Yes	6

for differently abled students

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
2018	1	1	24/09/2018	1	YRC RRC	Electoral awareness program	2000
2019	1	1	26/02/2019	3	UBA	Taken village survey and house hold survey in adopted villages.	40
2019	1	1	01/03/2019	5	UBA	Taken village survey and house hold survey in adopted villages.	40
2019	1	1	06/03/2019	2	UBA	Taken village survey and house hold survey in adopted villages.	40
2019	1	1	08/03/2019	30	UBA	Taken village survey and house hold survey in adopted villages.	40
2019	1	1	26/02/2019	1	UBA, YRC and NSS	Free Medical Camp	40
2019	1	1	27/02/2019	1	UBA and NSS	Veterinary Camp	40

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Hand Book	04/06/2018	Handbooks are distributed to all the students, staff and Non teaching staffs at the re-opening day. The General code of Conduct which prescribes the rules relating to the timing of the College attendance, Payment of fees, Dress code, Discipline, Malpractices rules, Rules to be followed in the Library and Hostel and appropriate disciplinary action that could be undertaken are also described. All these informations are made available in the website of the accessibility of the other stakeholders. Link : <a href="http://mkjc.in/download/downloads/0510201559154615.pdf">http://mkjc.in/download/downloads/0510201559154615.pdf</a>

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

Activity	Duration From	Duration To	Number of participants
Yoga day celebration	21/06/2018	21/06/2018	100
Electoral awareness program	24/09/2018	24/09/2018	2000
Inauguration and Special Meeting on Judicial support to consumer and Women Right	28/01/2019	28/01/2019	250
Womens day celebration	08/03/2019	08/03/2019	2250
<a href="#">View File</a>			

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

1. Herbal Garden Sapling Plantation on 5.6.2018.
2. Donation of Herbal Siddha Books to library and Inaugural function on 24.8.2018.
3. Wildlife Week Celebration on 11.10.2018.
4. e-Waste Management Awareness Camp and Disposal of e-Waste on 20.8.2019.
5. Solar Energy
6. LED Bulbs
7. Rain Water Harvesting

## 8. Plastic free Zone

## 9. Swachh Bharat Abhiyan- Clean Award

### 7.2 – Best Practices

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

**Best Practice 1: MKJC BAZAAR** 1) Title Our College has organized MKJC Bazaar for the students in which the items and products are made by women and marketed by women. 2) Objectives of the Practice MKJC Bazaar gives a Platform for our students to show off their hidden talents in business marketing with enhanced profit and experience. • Earn while you learn • To make a successful Entrepreneur • To create awareness about marketing • To encourage self-employment tendencies • To promote small and large scale industries • To analyze active investment of finance 3. The Context • Promoting the entrepreneurial activities among young women, as well as women who are willing to re-orient their professional career. • Helping their financial needs. • Practical Exposure Skills building • Deal with public • Entrepreneurs who are very confident are better poised to start and succeed in a new business. 4. The Practice: College has provided a very good platform for the students to practice and to share their experiences and understand the market status. By this entrepreneurship education students learn and practice crucial life skills such as, • Unique business proposals • Marketing skills • Managing Investment of finance • Involvement learning • Public speaking • Team building skills • Creativity innovation and collaboration • Problem Solving • New experience Learning competitive skills • Collect and analyze the data 3) Evidence of Success • Profit Loss account • Number of Team participated • Variety of stalls • Customer visited ( Students, Parents, Alumni students Staff) • Video clippings, photos , media reports are the documentary evidence which is maintained in the college 4) Problem encountered and Resources required : • Lack of exposure at the first time Participation- needs guidance. • Investment of finance is not possible for all students. • Duration of event • Providing of electrical facility safety needs. • Handling public Resources Required: • Promotional help • Training • Finance • Marketing Assistance • Staff Guidance • Family support

**Best Practice 2: VALUE ADDED COURSE** 1. Title of the Practice ? Activity Based Learning- Value added course 2. Objectives of the Practice ? Value added course make students familiar with all the modern and updated concepts of the Current status. ? The aim of this study was to create awareness on the importance of value added courses in curriculum and to ensure the importance of the courses among the students in various fields. 3. The Context The Value added courses has its uniqueness in the context of Higher Education. There are 50 Value added courses, and they help to play an important role in the development of the students overall personality thereby enhancing their career prospectus. 4. The Practice: The College take steps to find out the content needs in the education. Students are able to obtain Multidisciplinary skills ? Value added course is compulsory for all UG and PG ? UG First year ? Basic Physics ? MS Office ? Communicative English ? UG Second year ? HTML ? TNPSC Coaching ? Journalism ? UG Third year ? Photoshop ? Medical Lab Technology ? Human Development etc.... ? PG First year ? Nanoscience ? UGC NET Paper I Coaching ? Research Methodology ? PG Second year ? Instrumentation Technique ? Photoshop ? Research Methodology 5. Evidence of Success ? Certificates are awarded to the students after the successful completion of the course. ? Regular Attendance is maintained by concerned staff incharge. ? Positive feedback from students. 6.Problems encountered and Resources required ? The students exhibited different opinions about the courses in their respective fields. ? These types of Courses help them to increase their skills academically and also personally. ? Majority of students felt that these type of courses should be taken with practical and Theory classes. ? Value added course helps most of the students from the rural areas in boosting their

communication skill. ? They have choices to choose the value added courses. According to the student interest they can choose one course. ? The Value added courses are conducted for full semester. Resource Required ? Infrastructure, Labs Practical Classes ? Staff for handling Classes ? Time Table planning ? Circular Syllabus ? Assessment Publication of result ? Sports requirements

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

<http://www.mkjc.in/accreditation/igac/>

### 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

Vision: Marudhar Kesari Jain College for Women strives to empower the students, especially those from inclusive society with RIGHT KNOWLEDGE and make them self-sufficient to develop Holistic personality and Excellence in their walks of life, thereby contributing for Rural Societal Development. Mission • To develop MKJC into a campus of Academic Excellence. • To strive for continuous improvement. • To develop Women Entrepreneurship. • To help the students acquire traits that helps them to face the challenges of the global competition. • To aim for upliftment of inclusive society and rural development. Our institution Marudhar Kesari Jain College For women was started in the year 1994 for the motive of, to give priority to women education, empowerment, and safety, self sufficient. Our institution is the first women's college in and around area of vaniyambadi, Tirupattur and Ambur . Our Institution's philosophy is: • Upliftment of rural women-empowerment through women's education • Right Faith, Right Knowledge and Right Conduct • Strong values enriched with strong morals and sound character The college is offering 15 UG Courses, 11 PG Courses, 6 M.Phil Research Programmes and 1 Ph.D Programmes with 2669 students . The college was Re-accredited with "A" Grade by the NAAC (2nd Cycle) in the year 2013, is an ISO 9001:2015 certified Institution and Permanently affiliated to Thiruvalluvar University. ? Our college offers value added courses and NPTEL online courses to encourage students to exhibit their artistic talents skills. ? Our institution has been obtaining top university ranks consistently. 44 students of our college have obtained university ranks in the year 2019. ? Our college offers Distance Education Course through Mother Teresa Women's University, Tamilnadu Sports University and ICSI Professional Courses. Through this facility student can undergo dual degree at the same time and get better employment opportunity. ? The Institution hosts fully equipped grounds for athletics, tennis, basketball, indoor badminton courts, and volleyball courts. Students of our college have performed well in State and National level sports events and secured many medals. ? The WEDC at MKJC works towards promoting entrepreneurship development and also works towards creating a more positive enabling environment. Every year Our Institution plays a vital role in developing and motivating women entrepreneurs. Women Entrepreneurship Development Cell (WEDC) organizes special meetings and MKJC Bazaar. ? The placement cell is an integral part of our institution ensures that the students are well trained by the placement officer and prepared to face their campus interviews effectively. 109 students got placed in campus interview during the year 2018 - 2019. ? 20 percentage Fees Concession given for PG and M.Phil Scholars who pursued Graduation in our college. ? 25 percent fees concession given for meritorious sports students. ? 25 percent fees concession given for differently-abled students ? Our college is helping students to apply for various government and non government scholarships such as SC/ST, Minority, Merit, Non govt, employee, Jain India Trust scholarships and former scholarships. ? Our college is acting as central valuation board and centre for online exams such

Provide the weblink of the institution

<http://www.mkjc.in>

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

? Submitted documents and awaiting to obtain 2f and 12B status from UGC ? Plan to introduce new courses for the next Academic year 2019 - 2020 ? To conduct more Faculty Development Programme and Orientation Programmes for Teaching Staff members and Training for Non-Teaching Staff members ? To publish Books, Journal, Articles etc., in approved journal list to enhance Research ? To publish Annual Newsletter and College Magazine ? To implement solar panel for Electricity power ? To sign MOUs with leading Industries, Organizations and Institutions ? To organize On-Campus and Off-Campus Interviews ? To appoint qualified and highly committed faculty ? Making arrangements for NAAC (3rd Cycle) Peer Team Visit