YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	Dr. MGR-Janaki College of Arts & Science for Women
• Name of the Head of the institution	Dr. R. Manimekalai M.Sc, M. Tech, Ph.D
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04424937382
• Mobile No:	9444812212
• Registered e-mail	admin@mgrjanaki.ac.in
• Alternate e-mail	principal@mgrjanaki.ac.in
• Address	11 & 13, Durgabai Deshmukh Road, RA Puram
• City/Town	Chennai
• State/UT	Tamil Nadu
• Pin Code	600028

2.Institutional status

• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **University of Madras**

- Name of the IQAC Coordinator   **Dr. Ragitha Radhakrishnan**

- Phone No.   **04424937382**

- Alternate phone No.   **9600102949**

- Mobile   **8075681698**

- IQAC e-mail address   **iqac@mgrjanaki.ac.in**

- Alternate e-mail address   **ragitha@mgrjanaki.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.mgrjanaki.ac.in/img/aqar-2022-23.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.mgrjanaki.ac.in/img/Academic%20calendar%202324.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**A**	**3.01**	**2024**	**23/05/2024**	**22/05/2029**

6.Date of Establishment of IQAC   **02/06/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   `18`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`Seminars and FDPs organized`

`Organizing of Endowment lecture and book release`

`IAS coaching for 200 second year students`

`Increase in number of certificate courses`

`Better training and placement opportunities`

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

Plan of Action	Achievements/Outcomes
All departments to conduct conferences or seminars	18 seminars/conferences were organized
Organize FDP for all teachers	A five day virtual FDP was organized at the start of academic year. Teachers also attended FDPs organized by other organizations
All PG students to attend competitive exams	Students registered for NET, SSC and TNPSC exams
Collaborations and tie-ups with various organizations	MoUs were signed with organizations for internships, field visits and exchange programs

13.Whether the AQAR was placed before statutory body?   Nil

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Type of Institution	Women
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	University of Madras

• Name of the IQAC Coordinator	**Dr. Ragitha Radhakrishnan**
• Phone No.	**04424937382**
• Alternate phone No.	**9600102949**
• Mobile	**8075681698**
• IQAC e-mail address	**iqac@mgrjanaki.ac.in**
• Alternate e-mail address	**ragitha@mgrjanaki.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mgrjanaki.ac.in/img/aqar-2022-23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mgrjanaki.ac.in/img/Academic%20calendar%202324.pdf

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Cycle 3	**A**	**3.01**	**2024**	**23/05/2024**	**22/05/2029**

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	**18**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have	**Yes**	

been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

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Collaborations and tie-ups with various organizations	MoUs were signed with organizations for internships, field visits and exchange programs

13.Whether the AQAR was placed before	**Nil**

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	20/03/2024

15.Multidisciplinary / interdisciplinary

The institution, affiliated with the University of Madras, offers a variety of undergraduate and postgraduate programs in Arts, Science, and Humanities, following the Choice Based Credit System (CBCS). Programs include required credits in Core, Allied, Elective, Soft Skills, and Value Education. Unique offerings include a 5-year integrated MA Natya program encompassing dance, music, theatre, yoga, philosophy, and history, and an interdisciplinary M.Sc Bioinformatics program combining Biology, Computer Science, and Mathematics. All UG programs provide non-major electives for multidisciplinary learning. Students receive life skills through Value Education courses, and PG students are encouraged to undertake multidisciplinary projects. Industry-relevant skill development, communicative skills, personality development, environmental studies, internships, and placement training are incorporated into the curriculum. Certificate courses are also available in various disciplines.

16.Academic bank of credits (ABC):

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

17.Skill development:

The institution, affiliated with the university, integrates mandatory soft skills training in all UG and PG programs. Second-year UG students must complete certificate courses and a month-long internship to build practical and technical skills. The college partners with industries, the ICT Academy, and training organizations for skill development. A vocational learning center provides training in tailoring and block printing, while the

Entrepreneur and Student Development Cells promote vocational skills. Differently-abled students receive theatre training through the National Film Development Corporation. The Value Education course emphasizes ethical, constitutional, and human values, and industry-relevant electives are available to all UG and PG students.

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

First-year students receive basic yoga training. Students study either Basic or Advanced Tamil as a language paper, with Sanskrit also offered as a foundation language. The Natya and Sanskrit departments provide a certificate course on Indian epics, music, dance, theatre, and mythology. An annual college play, themed around culture and tradition, is directed by Natya faculty and performed by students. Eye-opener sessions and guest talks focus on Indian thought and philosophy, while value education classes for final-year students cover Indian ethics, ideology, and philosophy. Major Indian festivals are celebrated with enthusiasm, and a daily assembly includes a secular prayer on Fridays.

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

Since 2020-21, the institution has implemented outcome-based education as defined by the affiliating university. This approach includes a customized lesson plan manual outlining the program outcomes (PO) and program-specific outcomes (PSO). Students are made aware of the PO, PSO, and course outcomes (CO) through the curriculum and orientation programs. The achievement of these outcomes is analyzed and assessed at the end of each program, with results and feedback discussed with students. This structured approach ensures that educational goals are met effectively and that students understand and engage with the intended learning outcomes throughout their academic journey.

20.Distance education/online education:

The institution adopts a blended/hybrid learning model combining on-campus lectures, seminars, workshops, club activities, co-curricular, and extra-curricular events with online guest lectures and webinars. Google Meet is the preferred virtual platform for synchronous learning due to its accessibility and capacity for larger participation, while Google Classroom is used for managing classwork and assignments. Flipped classroom techniques, including activity-based learning, quizzes, and puzzles, enrich the learning experience. Students and faculty are

encouraged to enroll in MOOCs, with many completing NPTEL courses to gain industry-relevant skills. The college also serves as a learner support center for IGNOU, accommodating learners of various backgrounds and ages.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**1343**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**3876**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**532**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**1189**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**148**

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**148**

File Description	Documents
Data Template	[View File](#)

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**54**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**92.379**
4.3 Total number of computers on campus for academic purposes	**214**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college's curriculum is structured to implement the University of Madras syllabus, aligning with its vision to empower women with competence, culture, and confidence. The university's CBCS pattern mandates 140 credits for UG and 91 credits for PG programs. The curriculum emphasizes holistic development through academics, internships, employability skills, sports, cultural, and social work, detailed in the college calendar distributed annually.

The Internal Quality Assurance Cell formulates an academic action plan, which departments execute through seminars, workshops, conferences, guest lectures, internships, and club activities. The examination committee schedules internal and model exams, while faculty maintain subject logbooks for attendance, performance, and progress, monitored by the Dean-Academics and Principal.

First-year students undergo an orientation on credit schemes, exams, and college activities. They take a Bridge course and receive presentations on course content, career prospects, and higher education options. Guest lectures, industrial/library visits, certificate courses, and internships enrich learning. Employability training and placements are prioritized, with club activities and remedial coaching provided for support. High achievers receive enrichment opportunities and students are encouraged to complete MOOCs.

Feedback is gathered through class committees and end-of-semester surveys, leading to corrective measures. The college includes special students, offering individual attention and training to ensure inclusive education and broad exposure.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The institution follows the academic calendar provided by the University of Madras, ensuring alignment with university timelines. Based on this, the college prepares a comprehensive planner that is distributed to all stakeholders, including students, faculty, and administrative staff. The schedule for Continuous Internal Assessment (CIA) is communicated to students through the college diary, ensuring transparency and preparedness. At the start of each academic year, the exam cell issues a detailed planner, which all departments are required to follow. Any deviations must be formally approved by the Principal and reported to the exam cell.

Following each CIA, departments are responsible for consolidating results and submitting them to the exam cell for record-keeping and further analysis. To support students who perform poorly, remedial classes are organized, providing targeted assistance to improve their understanding and performance. This structured approach ensures that the CIE process is smoothly executed, reinforcing the institution's commitment to academic excellence.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

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

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

74

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

35

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

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

2504

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

2504

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution's curriculum includes key programs and activities beyond university mandates to address significant cross-cutting issues and promote holistic development. Eye-opener sessions are regularly held, covering topics such as spirituality, health, gender, social ethics, environmental concerns, AIDS awareness, and self-defense, raising students' awareness on relevant issues. First-year students engage in extension activities through NSS, Rotaract, Red Ribbon Club, or Youth Red Cross, participating in community-oriented events like blood donation camps and school outreach, fostering human values through 90 hours of service.

The curriculum for second-year students includes Environmental Studies and soft skills programs on personality enrichment and

communication. Final-year students study Value Education to deepen their understanding of human values. Religious festival celebrations focus on environmental and charitable themes, while department clubs like the Eco Club and Green Health Club encourage student-led, community-friendly initiatives, including maintaining herbal gardens and cleaning campaigns.

Annual Women's Day seminars and departmental workshops address topics such as IPR, gender equity, disability, environmental conservation, and mental health. Notices promoting energy conservation and sustainable practices are displayed around campus. Student-run clubs enhance leadership and teamwork skills, supported by the College Student Council. Inclusivity is emphasized, with students with special needs participating in all activities, fostering empathy and equal opportunities.

File Description	Documents
Any additional information	<u>View File</u>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<u>View File</u>

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2278

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

2279

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1824

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1335

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses students' learning levels through regular internal examinations conducted as per the schedule communicated at the start of the academic year. After each test, results are thoroughly analyzed to identify slow learners and advanced learners. Students who underperform are issued a circular and enrolled in remedial classes spanning 15 hours, where they receive focused attention to improve their understanding. Following these sessions, they must take a test to gauge their progress. This intervention helps them achieve better results in university examinations. If a student fails a university exam, personalized assistance is provided to ensure they clear it in the subsequent attempt.

For advanced learners, special orientation sessions are organized to guide them on excelling further. They are encouraged to enroll in MOOCs to expand their knowledge base, present papers at seminars, and take up roles that build leadership and organizational skills, such as magazine editor, club activity coordinator, or newsletter editor. These additional responsibilities not only nurture their academic and professional growth but also enhance their self-confidence and abilities. Through these tailored programs for both slow and advanced learners, the institution ensures that every student is supported to reach their full potential, fostering a culture of continuous improvement and holistic development.

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

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

Number of Students	Number of Teachers
3876	148

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution adopts a blend of traditional and innovative teaching-learning methodologies. Faculty provide additional support to students in need, encourage self-learning, and nurture individuality.

Experiential Learning: Field trips and industrial visits to industries, NGOs, research institutes, and organizations foster practical understanding. Internships offer students insight into job market demands. Project days enable students to create models and apply classroom concepts, enhancing creativity and innovation through real-world testing.

Participative Learning: Seminars and assignments prescribed by the university enhance students' interpretive skills. Club and association activities, often student-led, include inter-departmental and intercollegiate competitions to develop leadership. Writing for in-house magazines nurtures creativity and research. Seminars, workshops, and alumni talks expand students' perspectives, with alumni sharing career insights. Every student completes two certificate courses by their second year, gaining value-added skills.

Problem Solving: Problem-solving skills are cultivated through dynamic classroom activities such as group discussions and brainstorming sessions, where students engage collaboratively to analyze topics and generate innovative solutions. Faculty present real-life challenges that encourage students to apply theoretical knowledge to practical scenarios, enhancing their critical thinking and decision-making abilities. Competitions, both within and outside the institution, offer students opportunities to test their problem-solving skills in diverse and competitive environments.

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

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

The institution effectively integrates ICT-enabled tools to enhance teaching and learning experiences. Blended learning is adopted across all departments, utilizing PowerPoint presentations to support lectures and improve concept clarity. Students are encouraged to leverage e-resources for assignments and projects, fostering independent research and critical thinking. Advanced resources such as INFLIBNET and DELNET are made available in the library, enabling students, especially those presenting papers, to access high-quality academic material.

Online classes are seamlessly conducted using Google Meet, ensuring uninterrupted learning even during remote situations. To further streamline the teaching-learning process, the college employs a dedicated G-Suite platform, where faculty upload resources and assignments in Google Classroom for easy student access. This approach enhances learning flexibility and promotes a technology-driven academic environment.

Additionally, the college actively uses social media platforms like YouTube, Facebook, and Instagram to share and celebrate institutional activities. Videos of seminars, cultural events, and student achievements are regularly uploaded, creating a vibrant digital presence and fostering greater engagement within and outside the college community. These initiatives not only prepare students to adapt to digital advancements but also ensure that learning transcends traditional classroom boundaries, promoting innovation and global competence.

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

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

2.3.3.1 - Number of mentors

148

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

148

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

35

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

736

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Transparency: The Examination Committee ensures that all tests and exams are conducted in a systematic and transparent manner. Comprised of experienced faculty members led by a senior teacher, the committee includes representatives from every department to ensure smooth communication. Exam schedules are shared with students through class teachers, and University of Madras guidelines are strictly followed. End-semester exams are conducted for 75 marks, while 25 marks are allotted for internal assessments based on tests, assignments, seminars, and attendance. Three internal tests are held, with the average of the two best scores considered. A model exam is conducted to prepare students for university exams. Assignments are revised to match students' capabilities, and seminar schedules are announced in advance. Progress reports are shared with parents before the Parent-Teacher Meeting held each semester.

Mechanism: The exam committee plans the schedule for internal tests at the start of the academic year and includes it in the

academic calendar. Portions, question paper patterns, and marking schemes are shared in advance. Question papers are reviewed by department heads and the exam committee. Marks are submitted on time, with provisions made for absentees. University exam schedules are displayed prominently. Scribes are arranged for eligible students as per norms.

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

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

The institution has a well-structured grievance redressal mechanism for addressing exam-related issues promptly and effectively. Feedback from internal tests is discussed in Parent-Teacher Meetings and class committee meetings, allowing concerns to be raised and addressed directly. Students can apply for revaluation or address specific grievances in line with university regulations. The Examination Committee has prominently displayed an email ID and contact number for grievance redressal, ensuring accessibility for all students.

To ensure transparency, any issue raised by a student is documented in a grievance logbook. Updates on resolutions are recorded to maintain accountability. The exam committee conducts regular meetings with department representatives to proactively address potential concerns and minimize recurring issues.

Additionally, remedial coaching sessions are organized for academically weaker students, offering them targeted support to improve their performance. Enrichment programs are provided for high-achieving students, allowing them to further develop their skills and excel in their academic pursuits.

The Examination Committee prioritizes student success through systematic and efficient processes. Its commitment to resolving grievances promptly fosters a supportive academic environment where students can focus on their growth and achievements with confidence.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college, affiliated with the University of Madras, adheres to the syllabus prescribed by the university for all courses. Program Outcomes (POs) and Course Outcomes (COs) defined in the syllabus are documented in faculty log books and serve as a guiding framework for achieving educational objectives effectively. Teachers ensure that syllabus coverage, classroom delivery, and question paper setting align with these outcomes.

To enhance their teaching efficacy, faculty members participate in seminars, workshops, conferences, and Faculty Development Programs, enabling them to meet the goals of Outcome-Based Education (OBE). During orientation programs, both students and parents are briefed about OBE and informed about POs and COs. These details are also accessible on the college website.

The curriculum, based on Bloom's Taxonomy and aligned with the New Education Policy, ensures that students develop competencies outlined in each course unit. Internal tests and university examinations are designed to evaluate these competencies, fostering knowledge application, critical thinking, and analytical skills.

Post-examination, departments analyze university results, which are reviewed by the Principal in consultation with faculty to identify areas for improvement. Alumni contribute to departmental and college events by sharing insights on how their courses have positively impacted their careers, reinforcing the value of POs and COs.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The attainment of Program Outcomes (POs) and Course Outcomes (COs) is systematically evaluated using both direct and indirect assessment methods, ensuring a robust feedback loop for continuous improvement.

Direct Assessment Methods:

- **Examinations and Internal Tests: These traditional methods assess students' understanding and retention of subject knowledge, providing a measure of their academic progress.**
- **Assignments and Project Work: These practical tasks evaluate students' ability to apply theoretical knowledge, showcasing problem-solving skills, critical thinking, and creativity.**
- **Laboratory Practicals: For science students, practical exams assess hands-on skills, experimental techniques, and comprehension of scientific principles.**
- **Oral Presentations: These evaluations test communication abilities, articulation of ideas, and presentation skills, contributing to a comprehensive learning experience.**

Indirect Assessment Methods:

- **Class Committee Meetings: These forums allow students to share feedback on teaching methods and curriculum, offering insights into the educational program's effectiveness.**
- **Feedback Collection: Input from students, parents, alumni, and employers provides valuable perspectives on the relevance of education and skill development, aligning programs with industry demands.**

Continuous Improvement: Assessment outcomes and feedback highlight strengths and areas for improvement. This data informs curriculum updates, integration of new teaching methodologies, and alignment with evolving educational standards. By leveraging these

evaluations, the institution ensures quality education and student readiness for real-world challenges.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1036

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mgrjanaki.ac.in/iqac-/iqac-feedback

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.2

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

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

32

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

16

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

62

File Description	Documents
Any additional information	<u>View File</u>
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

During the 2023-24 academic year, a diverse range of extension and outreach activities were conducted by Dr. MGR Janaki College's NSS, Rotaract, RRC, and YRC units. These initiatives addressed various societal, environmental, and health concerns, engaging a wide audience.

The NSS unit organized significant programs like environment awareness lectures, anti-drug rallies, health campaigns, and Swachh Bharat initiatives. Key highlights include a drug-free Tamil Nadu pledge involving 1,500 students, cybercrime awareness campaigns with 1,000 participants, and notebook distribution to 600 students. Noteworthy collaborations included state-level workshops and health initiatives like eye checkup camps and

menstrual wellness campaigns.

The Rotaract club contributed through events like "Pawa and Feathers" at Blue Cross, empowering activities for underprivileged groups, and blood donation drives. Engaging over 800 participants in its tribute event, the club emphasized community welfare through innovative projects.

The RRC held awareness programs on organ donation, AIDS, and food adulteration, fostering student participation. Events like the Menstrual Hygiene Campaign and Youth Health Mela reflected its commitment to health education.

The YRC organized competitions and an eye camp, significantly benefiting 121 participants. These collective efforts underscored the institution's dedication to community development and student empowerment, promoting awareness, service, and social responsibility.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

37

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2971

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Dr. MGR Janaki College is situated on a spacious, eco-friendly 4.93-acre campus that offers a conducive learning environment. The campus is well-equipped with classrooms, libraries, laboratories, computer facilities, sports amenities, and a gymnasium, all under CCTV surveillance. Accessibility for students with disabilities is a priority.

The college has 54 well-ventilated classrooms furnished with desks, chairs, fans, and blackboards, complemented by a public address system. The campus also features a fully air-conditioned auditorium (MGR Arangam) with a seating capacity of 600 and an air-conditioned hall (Director K. Subrahmanyam Hall) seating 150, both

equipped with LCD projectors. Additionally, there are two spacious seminar halls and conference rooms to host academic events such as workshops and seminars.

Laboratories cater to departments including Biochemistry, Bioinformatics, Microbiology, Computer Science, Psychology, and Visual Communication, all equipped with advanced facilities. Highlights include a digital language lab, multimedia lab, air-conditioned photography studio, audio-visual labs, audio and video studios, an editing suite, and a shooting floor.

The library is a central feature, fully computerized and barcoded, housing 33,757 books, over 100 journals and magazines, and access to online resources through UGC N-List, DELNET, and INFLIBNET. Additional facilities include a departmental library, book bank, and memberships with reputed libraries like the British Council and American Library.

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

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

The sprawling grounds of Dr. MGR Janaki College are a hub for sports and cultural activities, reflecting the institution's commitment to fostering overall development. Outdoor sports facilities include provisions for archery, volleyball, cricket, football, and shuttle badminton. These spaces are meticulously maintained to encourage active participation and physical fitness among students. The vast open areas are also utilized for hosting cultural events, festivals, and gatherings, with the capacity to accommodate 3,000 to 4,000 attendees, making them ideal for large-scale celebrations and ceremonies.

Complementing the outdoor amenities is an indoor stadium designed to cater to sports like badminton. The stadium provides a conducive environment for students to refine their skills and engage in recreational activities, regardless of weather conditions. Furthermore, indoor games such as chess and carrom are facilitated in dedicated spaces, promoting strategic thinking and friendly competition.

The college also has a state-of-the-art gymnasium equipped with the latest fitness equipment, ensuring that students and faculty can pursue their health and wellness goals. The gymnasium supports a range of exercises and fitness routines, catering to varying levels of physical aptitude. These facilities collectively create a balanced environment where students can excel not only academically but also in physical fitness, teamwork, and cultural expression, fostering a holistic educational experience.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

57

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

57

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File]()

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

18.48

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

4.2 - Library as a Learning Resource

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

The Library provides access to an extensive range of informative resources like Books, E-Books, Journals, E-Journals, Newspapers, and access to wide range of resources to improve the knowledge of the academic fraternity and students.

Library Facilities - The Library is fully automated and digitalized. The Staff and Students visit the library as often as possible for reference and for research. The Economically Weaker Section Students, avail the facility of book bank to borrow books.

Library Services

Circulation Service.

Reference Service.

Book Bank Facilities.

Question Bank Facilities.

Photocopying and Printing Facilities.

Library Orientation Program.

Digital Library and Internet Facility.

Open Access for all Students.

Departmental Library.

Library WEB OPAC.

Access to E-Books & E-Journals in Campus and Remote Access.

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

4.2.2 - The institution has subscription for the **A. Any 4 or more of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<u>View File</u>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.6

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

821

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

4.3 - IT Infrastructure

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

IT FACILITIES

· 24/7 Wi-Fi facility with latest gigabit switching with fibre connectivity is available in the campus

· Official Email IDs are provided through the college domain for departments and staff members

· High Performance 802.11ac Wave 2 (Wi-Fi) Access points

· Access points are installed in all the blocks for better access of internet.

· The campus is inter-connected with a planned telecom network providing intercom facility

across all the departments and administrative office.

SERVER DETAILS

· System administrators are employed for IT related needs.

· Regular windows update, Microsoft product updates and security updates are rolling back

from Windows Security Update service.

Software available in the institution include AutoLib, MS Office, Microsoft Visual Studio, DotNet, Microsoft Windows 10, Oracle 10g, Java 1.5.0, Netbeans 6.0, Adobe Dreamweaver 2020, Adobe Premium Pro, Adobe Photo Shop, Adobe Illustrator, Indesign, 3-D Max, Visual Basic 6.0, Turbo C++, Android Studio, Python & Creative Cloud For Teams

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

4.3.2 - Number of Computers

214

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

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

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

71

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Dr. MGR Janaki College ensures optimal maintenance and utilization of its facilities for students and staff through well-defined systems and procedures.

Laboratories: Departments like Biochemistry, Psychology, and Computer Science maintain equipment through regular checks and faculty oversight. Guidelines ensure the safe and efficient use of resources, supported by an in-house repair section for hardware and software.

Library: The Central and departmental libraries are fully computerized and managed by dedicated staff. Digital services like UGC N-list and DELNET are updated regularly. Students and faculty access resources through a structured borrowing and return system.

Sports: The Physical Education Director oversees the upkeep of outdoor grounds, the indoor stadium, and gymnasium. Sports equipment is periodically checked, and activities are pre-planned with facilities reserved accordingly.

Computers and Classrooms: IT staff ensure computer labs are functional and networked. Classrooms equipped with teaching aids like projectors and public address systems are monitored for cleanliness and safety. Scheduling ensures efficient utilization without overlap.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

726

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

420

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1733

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

1733

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

657

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

173

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

93

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

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

Dr. MGR Janaki College fosters active student participation in administrative, co-curricular, and extracurricular activities through clear processes and norms, empowering students to contribute to the institution's growth.

The Student Senate plays a pivotal role in representing the student community, voicing concerns, organizing events, and ensuring students' interests are considered in decisions. It coordinates activities like cultural programs and awareness campaigns under faculty supervision. Students also serve as representatives in various committees such as the Academic Council, Cultural Committee, Sports Committee, and Discipline Committee, contributing ideas and feedback to enhance academic and extracurricular offerings.

The college encourages students to engage in co-curricular and extracurricular activities, including workshops, conferences, debates, sports competitions, and cultural events. These activities provide platforms for showcasing talents and developing teamwork, leadership, and time management skills.

Fair and transparent procedures are in place to select student representatives, ensuring inclusivity through elections conducted as per institutional norms. Regular meetings facilitate discussions, updates, and feedback, enabling students to participate actively in decision-making. This environment promotes holistic development and strengthens the partnership between students and the institution.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

62

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association, formed in 1999 and registered in 2021, connects alumnae to the institution, fostering their contributions and participation in its activities. Students completing UG and PG programs are inducted as members, becoming brand ambassadors upholding the college's values.

The Annual Alumni Meeting, held on the last Sunday of November, commemorates the founder Smt. Janaki Ramachandran's birth anniversary, drawing alumnae from across the globe to share their success stories. Many alumnae have rejoined the institution as faculty, enriching its legacy.

Webinars by alumnae are conducted to motivatestudents. Alumnae are frequently invited as resource persons for guest lectures,

seminars, and cultural event judging. They assist with industrial visits, internships, placements, and recruitment in coordination with the placement cell.

Departments organize alumnae interactions to discuss job prospects and higher education. Alumnae entrepreneurs guide students and share expertise, while those excelling in sports collaborate with the physical director to support sports activities.

Through these contributions, the alumnae significantly enhance the institution's growth, strengthening its connection with past and present students.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To shape competent, cultured, and confident young women who are equipped with noble values, enabling them to shine both within their families and in society.

Mission: The mission of Dr. MGR Janaki College is centered around financial empowerment, personal growth, and inclusive education for women. It strives to free women from economic dependence by offering job-oriented courses aligned with market demands. The institution emphasizes the importance of developing core competencies that go beyond academic qualifications, helping students attain self-actualization.

The collegefocuses on inclusivity, integrating students with

disabilities into the mainstream. It aims to instill moral resilience in students, empowering them to use their influence to preserve and promote Indian culture and traditions. The institution cultivates equality, purpose, and accountability, preparing students to face challenges.

The college seeks to develop well-rounded personalities through innovative curricula that prioritize "learning to learn" rather than vocational training alone. The college provides students with the necessary support to meet rigorous academic standards, helping them unlock their potential and grow into leaders capable of serving and contributing to society. The governance of the institution is aligned with these values, ensuring that every aspect of its operations reflects the overarching mission and vision.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The effective leadership at the institution is evident in various practices that promote decentralization and participative management. The college follows a clear and well-structured organogram, with the Principal at the helm, assisted by the Vice Principal. The academic affairs, including the management of the library, are overseen by the Dean of Academics, ensuring smooth academic operations. The Dean of Students is responsible for all student support services, providing guidance and addressing student needs comprehensively.

The college's second shift operations are managed by aShift 2 Coordinator, ensuring that the activities run seamlessly across both shifts. A variety of committees are formed within the college to handle different academic and administrative functions. Each committee is led by a team of faculty members, who collaborate to ensure the efficient functioning of the institution.

Many of the collegecommittees encourage student participation, fostering involvement in the decision-making processes. This inclusive approach ensures that leadership is not only centralized

but also extended to various levels of the institution, empowering both faculty and students to contribute to the development of the college. Through these practices, the institution cultivates a culture of shared leadership, where the administration, faculty, and students collaborate to achieve common goals.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution effectively implements its strategic plan through prioritization, resource utilization, and stakeholder involvement. An annual action plan guides institutional goals, supported by well-devised policies. Certified with ISO 9001:2015, the institution introduces job-oriented courses like Visual Communication and Applied Psychology and establishes the Center for Excellence—RAISE to promote innovation and research.

Collaboration is enhanced through multiple MoUs with industries and institutions. Departments host national and international seminars and workshops featuring experts and alumni. Innovative teaching methodologies, ICT integration, and a YouTube channel for instructional videos enrich learning. All second-year undergraduates complete mandatory internships and certificate courses, with increasing NPTEL course registrations.

Student support systems foster holistic development, overseen by the IQAC for Quality Assurance. The Examination Cell and Placement Cell manage academic and career-related activities. Alumni engagement and a proactive Student Senate strengthen the learning environment. Industrial visits and NGO scholarships provide practical exposure and financial support.

Infrastructure includes green spaces, a vermicompost pit, an RO plant, and energy conservation measures with audits. Faculty vacancies are promptly filled, ensuring a standard workload of 18 hours per week. During COVID-19, online workshops ensured uninterrupted learning. The institution continuously updates infrastructure to meet modern needs.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.mgrjanaki.ac.in/self-disclosure/abouthei/institutional-development-plan.html
Upload any additional information	**No File Uploaded**

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

The functioning of the institutional bodies at the college is both effective and efficient, as demonstrated through the implementation of clear policies, administrative setups, and established procedures. The college has framed 13 policies that govern its operations, ensuring that all processes are standardized and align with the institution's goals. The organogram of the college further supports this structure, detailing the roles and responsibilities of all stakeholders, thus streamlining the functioning of various departments.

In terms of staffing, the appointment of both teaching and non-teaching staff occurs as and when required. The Principal plays a key role in determining the staffing needs for each department based on the workload before the start of each academic year. This ensures that departments are adequately staffed to meet their academic and administrative demands. Service rules are clearly outlined in the appointment order, providing transparency and clarity regarding the terms and conditions of employment for all staff members.

Additionally, procedures are available and strictly adhered to, in line with ISO standards. The management representative ensures that the college operates in accordance with these procedures, maintaining consistency and quality across all functions. By having well-defined policies, procedures, and a robust administrative setup in place, the institution ensures that all functions are carried out smoothly and efficiently, contributing to its overall success and growth.

File Description	Documents
Paste link for additional information	https://www.mgrjanaki.ac.in/about-us/policies-and-procedures
Link to Organogram of the Institution webpage	https://www.mgrjanaki.ac.in/about-us/organogram.html
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college management offers comprehensive welfare schemes to support teaching and non-teaching faculty, ensuring their well-being and work-life balance. Faculty can access interest-free loans and enjoy casual leave, permissions, and on-duty leave to manage personal and professional commitments effectively. Female faculty benefit from two months of paid maternity leave, while ESIC and Provident Fund contributions promote financial security.

Festival advances and free medical check-ups further emphasize the institution's care for faculty welfare. The college supports professional growth by encouraging research and academic development. Faculty receive financial assistance for attending conferences, seminars, and workshops, including support for travel, registration, and membership fees, along with on-duty

leave for participation.

Regular Faculty Development Programs (FDPs) enhance teaching methodologies and keep faculty updated in their fields. Leave for higher studies is granted to support academic pursuits, fostering professional advancement.

Beyond professional support, the management organizes annual faculty picnics to strengthen camaraderie and a positive work environment. These initiatives ensure a healthy, motivated, and productive workforce by addressing faculty needs holistically, reinforcing the institution's commitment to their well-being, professional growth, and community building.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

20

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

59

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution employs a structured approach to evaluate faculty performance and enhance the teaching-learning process. Faculty complete annual self-appraisal forms detailing their qualifications, professional activities, and publications,

fostering self-reflection and professional growth.

Student feedback is pivotal in assessing teaching effectiveness, gathered via Google forms to evaluate faculty on subject knowledge, communication skills, and teaching methods. This feedback is analyzed by the Principal to identify strengths and improvement areas, ensuring high teaching standards. Alumni feedback provides insights into educational quality, while periodic parent feedback highlights observations on their children's learning experiences. Suggestions from these stakeholders are reviewed, presented to the governing council, and implemented to improve academic outcomes.

To support faculty development, the institution organizes orientation and training programs based on feedback, focusing on innovative teaching methodologies and best practices. Regular class committee meetings address immediate classroom concerns, promoting collaboration among faculty to refine teaching strategies and enhance student learning.

This continuous cycle of feedback from students, alumni, parents, and governing bodies, combined with targeted training and open forums for discussion, ensures consistent improvement in teaching quality and the overall educational experience, aligning with the institution's commitment to excellence.

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

6.4 - Financial Management and Resource Mobilization

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

The institution's financial model relies primarily on tuition fees, structured to remain affordable and accessible to students across socio-economic backgrounds. Fees are fixed at the start of each course and revised every three years, ensuring competitiveness and inclusivity, especially for marginalized communities. A detailed annual budget, based on departmental needs, ensures judicious allocation of resources to achieve the institution's operational and academic goals.

The institution supports financially disadvantaged students by partnering with NGOs to sponsor the education of nearly 200 students annually. It also offers fee concessions for students excelling in sports or special talents and admits three students each year under the Madras University Free Education Scheme (MUFES). These initiatives reflect the college's commitment to equitable education.

To optimize costs, the college minimizes outsourcing, entrusting maintenance and administrative tasks to trained in-house personnel. Regular financial audits by a Chartered Accountant ensure accountability and transparency. The audited statements guide budget preparation for the next academic year, enabling informed decisions on resource allocation.

This balanced approach to resource generation and expenditure ensures sustainability, supports growth, and aligns with the institution's mission to provide quality education while maintaining financial responsibility.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution strategically mobilizes funds and utilizes resources to ensure financial sustainability while maintaining quality education. Tuition fees, the primary income source, are structured to remain affordable for diverse socio-economic groups. Periodically revised, the fee structure balances institutional needs with students' affordability, enabling access to quality education for all.

To supplement funds, the institution collaborates with NGOs, annually sponsoring around 200 students identified by reputed organizations. It also offers fee concessions for sports achievers and students with special needs, enhancing inclusivity. Additionally, three students are admitted yearly under the Madras University Free Education Scheme (MUFES), ensuring free education for deserving candidates.

An annual budget, based on departmental requirements, ensures efficient allocation and utilization of resources, balancing operational needs and future growth. Cost efficiency is enhanced by minimizing outsourcing and relying on skilled in-house personnel for maintenance and operations, reducing expenses while maintaining quality.

The institution upholds financial transparency through regular audits by a Chartered Accountant. These audits guide informed decision-making and budget preparation for the subsequent year. This continuous cycle of planning, auditing, and reviewing ensures optimal resource utilization, supporting institutional growth and benefiting students through equitable access to education.

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

6.5 - Internal Quality Assurance System

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

The institution, through its IQAC and Center for Excellence, conducts year-round training programs for students and faculty, enhancing academic and practical knowledge. Departments regularly organize seminars, workshops, and training sessions, inviting

experts from academia and industry to share their insights.

All first-year students complete a certificate course in personality development and social ethics, while second-year undergraduates undertake a job-oriented certificate course. Final-year undergraduate students complete a mandatory internship and submit a report, and postgraduate students engage in internships and project work as part of their curriculum. Students are encouraged to participate in conferences and seminars, often presenting papers to build academic skills.

Faculty members are supported in pursuing Ph.D. programs and encouraged to present papers at academic events. Intellectual Property Rights and patenting awareness programs are conducted, and institute-industry linkages, facilitated through MOUs, enhance practical knowledge and placement opportunities.

The ICT Academy of Tamil Nadu organizes faculty development programs and student training sessions. The institution publishes a book annually featuring faculty articles, while student contributions are showcased in college magazines and departmental newsletters. Bi-monthly knowledge-sharing sessions foster interdisciplinary learning among faculty. Feedback from academic audits and stakeholders drives continuous improvement in teaching methodologies, emphasizing higher education progression and placements.

File Description	Documents
Paste link for additional information	https://www.mgrjanaki.ac.in/iqac-/iqac-events
Upload any additional information	View File

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

The institution ensures continuous quality enhancement through a robust review system led by the Internal Quality Assurance Cell (IQAC), established per regulatory norms. Frequent IQAC meetings with department heads and faculty focus on academic and operational priorities, progress monitoring, and aligning activities with institutional goals. The IQAC also coordinates various student support cells, integrating them into the

institutional framework for optimal functioning.

Regular internal and external audits reinforce the institution's commitment to quality. Biannual internal audits assess academic and administrative processes, while external audits, conducted by TUV Nord for ISO accreditation, validate the effectiveness of these processes and identify areas for improvement.

Comprehensive feedback mechanisms are central to the review process. Feedback is systematically gathered from students, teachers, alumni, and employers to assess teaching methodologies and operational practices. Student feedback on faculty performance evaluates instructional quality, and periodic appraisals for staff and department heads recognize achievements and provide actionable growth recommendations.

By fostering a culture of continuous assessment and systematic improvement, the institution ensures that its teaching-learning processes and operational frameworks remain dynamic, effective, and responsive to stakeholders' evolving needs. This commitment results in measurable improvements in academic and administrative outcomes.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mgrjanaki.ac.in/iqac-/annual-report.html
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

In 2024, Dr. MGR Janaki College initiated several impactful measures to promote gender equity, reflecting its commitment to fostering an inclusive and supportive environment for all genders. The college organized a series of guest lectures and workshops aimed at educating students on various aspects of gender issues. One notable event was the guest lecture titled "GENDERING - NEW WORLD NEW MEANING!" which focused on redefining gender roles and fostering gender equality. Additionally, the college celebrated Women Entrepreneur Month with an inter-departmental competition, highlighting the achievements of female entrepreneurs and encouraging female students to explore entrepreneurial careers.

The college also emphasized the importance of women's health and well-being by conducting awareness sessions on issues such as menstrual hygiene and sexual health. The Menstrual Hygiene Campaign was part of their efforts to break the stigma surrounding menstruation and promote health education among students. Furthermore, the college hosted a photography competition on "WORLD WOMEN'S DAY," providing a platform for students to creatively express their perspectives on women's empowerment.

In support of a gender-neutral environment, Dr. MGR Janaki College also organized discussions on sexual harassment awareness and hosted various campaigns addressing issues such asenvironmental sustainability,.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mgrjanaki.ac.in/campus-life/infrastructure.html

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Dr. MGR Janaki College has implemented comprehensive waste management systems to ensure the proper disposal and recycling of degradable and non-degradable waste.

For solid waste management, the college follows a systematic segregation approach where biodegradable and non-biodegradable waste are separated. The college has a vermicompost pit to convert dry leaves and organic waste into manure, which is used for gardening.

The college also has a robust waste recycling system, including paper recycling through an MoU with ITC WOW (Wealth Out of Waste) where they collect all the paper waste and recycle it.

In terms of liquid waste management, wastewater from various sources is reused for watering plants, ensuring water conservation. The college also practices rainwater harvesting, channeling rainwater to recharge groundwater levels.

The biomedical waste management follows strict protocolsensuring that it is segregated and handled according to guidelines for safety and environmental impact.

For e-waste management, the college conducts regular e-waste drives and collection campaigns to ensure proper recycling of electronic waste. E-waste is disposed of through certified recycling centers.

For the disposal of hazardous chemicals, the institution adheres to strict procedures and policies, ensuring that all waste is disposed of safely and in compliance with regulatory guidelines.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities   **C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading   **B. Any 3 of the above**

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

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

Dr. MGR Janaki College fosters an environment of understanding, acceptance, and peaceful coexistence among students from diverse economic, religious, and cultural backgrounds. The college treats all students with respect, offering equal opportunities for growth and participation. A regular morning assembly, with a weekly secular prayer, brings together students from different faiths, promoting unity. Major festivals like Adi Perukku, Onam, Krishna Jayanthi, Christmas, Pongal, and Vijayadasami are celebrated to nurture religious tolerance, with the student senate organizing cultural events and religious celebrations.

The college also focuses on inclusivity, implementing measures to prevent discrimination through various cells, while eye-opener sessions address issues like tolerance, ethics, and legal awareness. Regular mentoring sessions guide students in understanding their rights and responsibilities. The Electoral Literacy Club sensitizes students about electoral rights, and seminars on human rights, stress management, and legal rights of women are held. The college promotes moral and value education, emphasizing character development.

In addition to cultural events like Fresher's Day, College Day, and Achiever's Day, the college celebrates national holidays and organizes activities like the Dr. MGR Endowment lecture and annual plays, which reflect the institution's cultural heritage. These initiatives foster a strong sense of responsibilityand respect for diversity among students.

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

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

At Dr. MGR Janaki College, the sensitization of students and employees to their constitutional obligations, values, rights, duties, and responsibilities as citizens is a key focus. A prominent initiative in this regard is the functioning of the Electoral Literacy Club, which organizes various awareness sessions to educate the college community about the electoral process, voting rights, and the importance of active participation in democracy. The club conducts awareness sessions to promote understanding of the Constitution.

In addition to this, the college celebrates several national and international days, such as National Legal Services Day which emphasize the importance of legal literacy, and social responsibilities. Guest lectures on topics like "Corporate Governance - Companies Act, 2013" and "Emerging Trends in Clinical Psychology" provide further insights into the legal, ethical, and social responsibilities of citizens.

Events like the Drug-Free Society initiative, and inter-departmental poster-making competitions also promote awareness about health, equality, and social justice. Through these activities, students are encouraged to reflect on their rights, responsibilities, and duties as citizens, reinforcing the values of democracy, equality, and justice in their daily lives. The combination of these events, along with outreach programs and field visits, helps build a well-informed, responsible citizenry.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

Dr. MGR Janaki College actively celebratesnational and international commemorative daysreflecting its commitment to fostering education, awareness, and engagement among its students and the community. These celebrations include health-related observances like World Yoga Day, World Hepatitis Day, World Lung Cancer Day, and World Cancer Day, through awareness sessions and workshops. The college also celebrates environmental awareness with initiatives such as the Green Health Club inauguration and Plantation Drives, and organizes competitions like Photography Contests to mark World Photography Day. Further, the college recognizes cultural and social milestones through events like International Women's Day with a photography competition, National Nutrition Week with a Cooking Without Fire Competition, and World Social Justice Day with various themed activities. The college promotes academic growth and professional development with guest lectures, workshops, and seminars on diverse topics such as Cancer Treatment, Gene Mapping, Financial Literacy, and AI in Business. Events like Investor Awareness Programs, Webinars on

Techpreneurship, and Alumni Talks ensure that students gain insights into current and future trends in various fields. Additionally, the college observes national days such as Republic Day, Independence Day, and National Legal Services Day through speeches, competitions, and cultural activities, fostering a holistic educational environment.

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

7.2 - Best Practices

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

Practice: Enriching Students with Potential for Employability

Objectives:

- To enhance placement opportunities for students

Context: Most students from economically disadvantaged backgrounds whoare first-generation learners, lackconfidence and essential skills for interviews. The institution takes proactive measures to bridge this gap.

Practice: Departments organize seminars, workshops, and conferences annually, collaborating with experts from academia and industry.

Evidence of Success:

- Increasing student placement,rank holders and successful entrepreneurs

Problems Encountered:

- Financial and social challenges

Resources Required:

- Sponsorships, scholarships, free coaching and additional funding

Practice: Instilling Social Responsibility Among Students

Objectives:

To foster social responsibility through community engagement.

Context:

Extension activities empower communities and inculcate empathy, tolerance, and a sense of belonging among students. These activities provide mutual benefits for both students and the local community.

Practice: Students participate in extension services such as NSS, Youth Red Cross, and Rotaract. Activities include village adoption, health and hygiene training, vermicomposting, and literacy programs in local schools.

Evidence of Success:

- Successful camps and training sessions in adopted villages.
- Students volunteered as scribes and actively contributed to outreach initiatives.

Problems Encountered:

- Safety concerns during community activities.
- Limited follow-up opportunities due to time constraints.

Resources Required:

- Inter-department collaboration for impactful outreach.
- Enhanced knowledge-sharing for better outcomes.

File Description	Documents
Best practices in the Institutional web site	[View File]
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The Department of Natya at the college is a hallmark of its commitment to preserving and promoting India's rich heritage of art, culture, and traditions. Unique in its kind under the University of Madras, the department embodies a holistic approach to performing arts, integrating the disciplines of dance, music, theatre, and yoga into its curriculum. This comprehensive syllabus provides students with a profound understanding of these interrelated art forms, fostering both artistic excellence and cultural pride.

The department was established under the guidance of the renowned Padma Subrahmanyam, a stalwart in the field of classical dance, whose expertise shaped its vision and structure. Esteemed dancers and accomplished teachers from across the country are invited to mentor and train students, ensuring a rich and diverse learning experience.

Graduates from the Department of Natya have consistently excelled, securing prestigious positions in the arts and culture sector. Their success underscores the department's role in bridging traditional art forms with contemporary opportunities, reaffirming the institution's dedication to nurturing talent.

This distinctive program exemplifies the college's unwavering commitment to the promotion of Indian art and culture, making it a beacon of traditional learning and innovation in the modern educational landscape.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college's curriculum is structured to implement the University of Madras syllabus, aligning with its vision to empower women with competence, culture, and confidence. The university's CBCS pattern mandates 140 credits for UG and 91 credits for PG programs. The curriculum emphasizes holistic development through academics, internships, employability skills, sports, cultural, and social work, detailed in the college calendar distributed annually.

The Internal Quality Assurance Cell formulates an academic action plan, which departments execute through seminars, workshops, conferences, guest lectures, internships, and club activities. The examination committee schedules internal and model exams, while faculty maintain subject logbooks for attendance, performance, and progress, monitored by the Dean-Academics and Principal.

First-year students undergo an orientation on credit schemes, exams, and college activities. They take a Bridge course and receive presentations on course content, career prospects, and higher education options. Guest lectures, industrial/library visits, certificate courses, and internships enrich learning. Employability training and placements are prioritized, with club activities and remedial coaching provided for support. High achievers receive enrichment opportunities and students are encouraged to complete MOOCs.

Feedback is gathered through class committees and end-of-semester surveys, leading to corrective measures. The college includes special students, offering individual attention and training to ensure inclusive education and broad exposure.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The institution follows the academic calendar provided by the University of Madras, ensuring alignment with university timelines. Based on this, the college prepares a comprehensive planner that is distributed to all stakeholders, including students, faculty, and administrative staff. The schedule for Continuous Internal Assessment (CIA) is communicated to students through the college diary, ensuring transparency and preparedness. At the start of each academic year, the exam cell issues a detailed planner, which all departments are required to follow. Any deviations must be formally approved by the Principal and reported to the exam cell.

Following each CIA, departments are responsible for consolidating results and submitting them to the exam cell for record-keeping and further analysis. To support students who perform poorly, remedial classes are organized, providing targeted assistance to improve their understanding and performance. This structured approach ensures that the CIE process is smoothly executed, reinforcing the institution's commitment to academic excellence.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	Nil

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

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

74

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

35

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

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

2504

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

2504

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution's curriculum includes key programs and activities beyond university mandates to address significant cross-cutting issues and promote holistic development. Eye-opener sessions are regularly held, covering topics such as spirituality, health, gender, social ethics, environmental concerns, AIDS awareness, and self-defense, raising students' awareness on relevant issues. First-year students engage in extension activities through NSS, Rotaract, Red Ribbon Club, or Youth Red Cross, participating in community-oriented events like blood donation camps and school outreach, fostering human values through 90 hours of service.

The curriculum for second-year students includes Environmental Studies and soft skills programs on personality enrichment and communication. Final-year students study Value Education to deepen their understanding of human values. Religious festival celebrations focus on environmental and charitable themes, while department clubs like the Eco Club and Green Health Club encourage student-led, community-friendly initiatives, including maintaining herbal gardens and cleaning campaigns.

Annual Women's Day seminars and departmental workshops address topics such as IPR, gender equity, disability, environmental conservation, and mental health. Notices promoting energy conservation and sustainable practices are displayed around campus. Student-run clubs enhance leadership and teamwork skills, supported by the College Student Council. Inclusivity is emphasized, with students with special needs participating in all activities, fostering empathy and equal opportunities.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2278

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

2279

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	**No File Uploaded**

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1824

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1335

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses students' learning levels through regular internal examinations conducted as per the schedule communicated at the start of the academic year. After each test, results are thoroughly analyzed to identify slow learners and advanced learners. Students who underperform are issued a circular and enrolled in remedial classes spanning 15 hours, where they receive focused attention to improve their understanding. Following these sessions, they must take a test to gauge their progress. This intervention helps them achieve better results in university examinations. If a student fails a university exam, personalized assistance is provided to ensure they clear it in the subsequent attempt.

For advanced learners, special orientation sessions are organized to guide them on excelling further. They are encouraged to enroll in MOOCs to expand their knowledge base, present papers at seminars, and take up roles that build leadership and organizational skills, such as magazine editor, club activity coordinator, or newsletter editor. These additional responsibilities not only nurture their academic and professional growth but also enhance their self-confidence and abilities. Through these tailored programs for both slow and advanced learners, the institution ensures that every student is supported to reach their full potential, fostering a culture of continuous improvement and holistic development.

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

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

Number of Students	Number of Teachers
3876	**148**

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

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution adopts a blend of traditional and innovative teaching-learning methodologies. Faculty provide additional support to students in need, encourage self-learning, and nurture individuality.

Experiential Learning: Field trips and industrial visits to industries, NGOs, research institutes, and organizations foster practical understanding. Internships offer students insight into job market demands. Project days enable students to create models and apply classroom concepts, enhancing creativity and innovation through real-world testing.

Participative Learning: Seminars and assignments prescribed by the university enhance students' interpretive skills. Club and association activities, often student-led, include inter-departmental and intercollegiate competitions to develop leadership. Writing for in-house magazines nurtures creativity and research. Seminars, workshops, and alumni talks expand students' perspectives, with alumni sharing career insights. Every student completes two certificate courses by their second year, gaining value-added skills.

Problem Solving: Problem-solving skills are cultivated through dynamic classroom activities such as group discussions and brainstorming sessions, where students engage collaboratively

to analyze topics and generate innovative solutions. Faculty present real-life challenges that encourage students to apply theoretical knowledge to practical scenarios, enhancing their critical thinking and decision-making abilities. Competitions, both within and outside the institution, offer students opportunities to test their problem-solving skills in diverse and competitive environments.

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

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

The institution effectively integrates ICT-enabled tools to enhance teaching and learning experiences. Blended learning is adopted across all departments, utilizing PowerPoint presentations to support lectures and improve concept clarity. Students are encouraged to leverage e-resources for assignments and projects, fostering independent research and critical thinking. Advanced resources such as INFLIBNET and DELNET are made available in the library, enabling students, especially those presenting papers, to access high-quality academic material.

Online classes are seamlessly conducted using Google Meet, ensuring uninterrupted learning even during remote situations. To further streamline the teaching-learning process, the college employs a dedicated G-Suite platform, where faculty upload resources and assignments in Google Classroom for easy student access. This approach enhances learning flexibility and promotes a technology-driven academic environment.

Additionally, the college actively uses social media platforms like YouTube, Facebook, and Instagram to share and celebrate institutional activities. Videos of seminars, cultural events, and student achievements are regularly uploaded, creating a vibrant digital presence and fostering greater engagement within and outside the college community. These initiatives not only prepare students to adapt to digital advancements but also ensure that learning transcends traditional classroom boundaries, promoting innovation and global competence.

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

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

2.3.3.1 - Number of mentors

148

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

148

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

35

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

736

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Transparency: The Examination Committee ensures that all tests and exams are conducted in a systematic and transparent manner. Comprised of experienced faculty members led by a senior teacher, the committee includes representatives from every department to ensure smooth communication. Exam schedules are shared with students through class teachers, and University of Madras guidelines are strictly followed. End-semester exams are conducted for 75 marks, while 25 marks are allotted for internal assessments based on tests, assignments, seminars, and attendance. Three internal tests are held, with the average of the two best scores considered. A model exam is conducted to prepare students for university exams. Assignments are revised to match students' capabilities, and seminar schedules are announced in advance. Progress reports are shared with parents before the Parent-Teacher Meeting held each semester.

Mechanism: The exam committee plans the schedule for internal tests at the start of the academic year and includes it in the academic calendar. Portions, question paper patterns, and marking schemes are shared in advance. Question papers are reviewed by department heads and the exam committee. Marks are submitted on time, with provisions made for absentees. University exam schedules are displayed prominently. Scribes are arranged for eligible students as per norms.

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

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

The institution has a well-structured grievance redressal mechanism for addressing exam-related issues promptly and effectively. Feedback from internal tests is discussed in Parent-Teacher Meetings and class committee meetings, allowing concerns to be raised and addressed directly. Students can apply for revaluation or address specific grievances in line with university regulations. The Examination Committee has prominently displayed an email ID and contact number for grievance redressal, ensuring accessibility for all students.

To ensure transparency, any issue raised by a student is documented in a grievance logbook. Updates on resolutions are recorded to maintain accountability. The exam committee conducts regular meetings with department representatives to proactively address potential concerns and minimize recurring issues.

Additionally, remedial coaching sessions are organized for academically weaker students, offering them targeted support to improve their performance. Enrichment programs are provided for high-achieving students, allowing them to further develop their skills and excel in their academic pursuits.

The Examination Committee prioritizes student success through systematic and efficient processes. Its commitment to resolving grievances promptly fosters a supportive academic environment where students can focus on their growth and achievements with confidence.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college, affiliated with the University of Madras, adheres to the syllabus prescribed by the university for all courses. Program Outcomes (POs) and Course Outcomes (COs) defined in the syllabus are documented in faculty log books and serve as a guiding framework for achieving educational objectives effectively. Teachers ensure that syllabus coverage, classroom delivery, and question paper setting align with these outcomes.

To enhance their teaching efficacy, faculty members participate in seminars, workshops, conferences, and Faculty Development Programs, enabling them to meet the goals of Outcome-Based Education (OBE). During orientation programs, both students and parents are briefed about OBE and informed about POs and COs. These details are also accessible on the college website.

The curriculum, based on Bloom's Taxonomy and aligned with the New Education Policy, ensures that students develop competencies outlined in each course unit. Internal tests and university examinations are designed to evaluate these competencies, fostering knowledge application, critical thinking, and analytical skills.

Post-examination, departments analyze university results, which are reviewed by the Principal in consultation with faculty to identify areas for improvement. Alumni contribute to departmental and college events by sharing insights on how their courses have positively impacted their careers, reinforcing the value of POs and COs.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The attainment of Program Outcomes (POs) and Course Outcomes (COs) is systematically evaluated using both direct and indirect assessment methods, ensuring a robust feedback loop for continuous improvement.

Direct Assessment Methods:

- **Examinations and Internal Tests: These traditional methods assess students' understanding and retention of subject knowledge, providing a measure of their academic progress.**
- **Assignments and Project Work: These practical tasks evaluate students' ability to apply theoretical knowledge, showcasing problem-solving skills, critical thinking, and creativity.**
- **Laboratory Practicals: For science students, practical exams assess hands-on skills, experimental techniques, and comprehension of scientific principles.**
- **Oral Presentations: These evaluations test communication abilities, articulation of ideas, and presentation skills, contributing to a comprehensive learning experience.**

Indirect Assessment Methods:

- **Class Committee Meetings: These forums allow students to share feedback on teaching methods and curriculum, offering insights into the educational program's effectiveness.**
- **Feedback Collection: Input from students, parents, alumni, and employers provides valuable perspectives on the relevance of education and skill development, aligning programs with industry demands.**

Continuous Improvement: Assessment outcomes and feedback highlight strengths and areas for improvement. This data informs curriculum updates, integration of new teaching methodologies, and alignment with evolving educational standards. By leveraging these evaluations, the institution ensures quality education and student readiness for real-world challenges.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1036

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<u>https://www.mgrjanaki.ac.in/iqac-/iqac-feedback</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.2

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

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

32

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

16

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

62

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

During the 2023-24 academic year, a diverse range of extension and outreach activities were conducted by Dr. MGR Janaki College's NSS, Rotaract, RRC, and YRC units. These initiatives addressed various societal, environmental, and health concerns, engaging a wide audience.

The NSS unit organized significant programs like environment awareness lectures, anti-drug rallies, health campaigns, and Swachh Bharat initiatives. Key highlights include a drug-free Tamil Nadu pledge involving 1,500 students, cybercrime awareness campaigns with 1,000 participants, and notebook

distribution to 600 students. Noteworthy collaborations included state-level workshops and health initiatives like eye checkup camps and menstrual wellness campaigns.

The Rotaract club contributed through events like "Pawa and Feathers" at Blue Cross, empowering activities for underprivileged groups, and blood donation drives. Engaging over 800 participants in its tribute event, the club emphasized community welfare through innovative projects.

The RRC held awareness programs on organ donation, AIDS, and food adulteration, fostering student participation. Events like the Menstrual Hygiene Campaign and Youth Health Mela reflected its commitment to health education.

The YRC organized competitions and an eye camp, significantly benefiting 121 participants. These collective efforts underscored the institution's dedication to community development and student empowerment, promoting awareness, service, and social responsibility.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

37

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2971

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Dr. MGR Janaki College is situated on a spacious, eco-friendly 4.93-acre campus that offers a conducive learning environment. The campus is well-equipped with classrooms, libraries, laboratories, computer facilities, sports amenities, and a gymnasium, all under CCTV surveillance. Accessibility for students with disabilities is a priority.

The college has 54 well-ventilated classrooms furnished with desks, chairs, fans, and blackboards, complemented by a public address system. The campus also features a fully air-conditioned auditorium (MGR Arangam) with a seating capacity of 600 and an air-conditioned hall (Director K. Subrahmanyam Hall)

seating 150, both equipped with LCD projectors. Additionally, there are two spacious seminar halls and conference rooms to host academic events such as workshops and seminars.

Laboratories cater to departments including Biochemistry, Bioinformatics, Microbiology, Computer Science, Psychology, and Visual Communication, all equipped with advanced facilities. Highlights include a digital language lab, multimedia lab, air-conditioned photography studio, audio-visual labs, audio and video studios, an editing suite, and a shooting floor.

The library is a central feature, fully computerized and barcoded, housing 33,757 books, over 100 journals and magazines, and access to online resources through UGC N-List, DELNET, and INFLIBNET. Additional facilities include a departmental library, book bank, and memberships with reputed libraries like the British Council and American Library.

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

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

The sprawling grounds of Dr. MGR Janaki College are a hub for sports and cultural activities, reflecting the institution's commitment to fostering overall development. Outdoor sports facilities include provisions for archery, volleyball, cricket, football, and shuttle badminton. These spaces are meticulously maintained to encourage active participation and physical fitness among students. The vast open areas are also utilized for hosting cultural events, festivals, and gatherings, with the capacity to accommodate 3,000 to 4,000 attendees, making them ideal for large-scale celebrations and ceremonies.

Complementing the outdoor amenities is an indoor stadium designed to cater to sports like badminton. The stadium provides a conducive environment for students to refine their skills and engage in recreational activities, regardless of weather conditions. Furthermore, indoor games such as chess and carrom are facilitated in dedicated spaces, promoting strategic thinking and friendly competition.

The college also has a state-of-the-art gymnasium equipped with the latest fitness equipment, ensuring that students and faculty can pursue their health and wellness goals. The gymnasium supports a range of exercises and fitness routines, catering to varying levels of physical aptitude. These facilities collectively create a balanced environment where students can excel not only academically but also in physical fitness, teamwork, and cultural expression, fostering a holistic educational experience.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

57

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

57

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

18.48

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

4.2 - Library as a Learning Resource

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

The Library provides access to an extensive range of informative resources like Books, E-Books, Journals, E-Journals, Newspapers, and access to wide range of resources to improve the knowledge of the academic fraternity and students.

Library Facilities - The Library is fully automated and digitalized. The Staff and Students visit the library as often as possible for reference and for research. The Economically Weaker Section Students, avail the facility of book bank to borrow books.

Library Services

Circulation Service.

Reference Service.

Book Bank Facilities.

Question Bank Facilities.

Photocopying and Printing Facilities.

Library Orientation Program.

Digital Library and Internet Facility.

Open Access for all Students.

Departmental Library.

Library WEB OPAC.

Access to E-Books & E-Journals in Campus and Remote Access.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.6

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

821

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

4.3 - IT Infrastructure

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

IT FACILITIES

· 24/7 Wi-Fi facility with latest gigabit switching with fibre connectivity is available in the campus

· Official Email IDs are provided through the college domain for departments and staff members

· High Performance 802.11ac Wave 2 (Wi-Fi) Access points

· Access points are installed in all the blocks for better access of internet.

· The campus is inter-connected with a planned telecom network providing intercom facility

across all the departments and administrative office.

SERVER DETAILS

· System administrators are employed for IT related needs.

· Regular windows update, Microsoft product updates and security updates are rolling back

from Windows Security Update service.

Software available in the institution include AutoLib, MS Office, Microsoft Visual Studio, DotNet, Microsoft Windows 10, Oracle 10g, Java 1.5.0, Netbeans 6.0, Adobe Dreamweaver 2020, Adobe Premium Pro, Adobe Photo Shop, Adobe Illustrator, Indesign, 3-D Max, Visual Basic 6.0, Turbo C++, Android Studio, Python & Creative Cloud For Teams

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

4.3.2 - Number of Computers

214

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

71

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Dr. MGR Janaki College ensures optimal maintenance and utilization of its facilities for students and staff through well-defined systems and procedures.

Laboratories: Departments like Biochemistry, Psychology, and Computer Science maintain equipment through regular checks and faculty oversight. Guidelines ensure the safe and efficient use of resources, supported by an in-house repair section for hardware and software.

Library: The Central and departmental libraries are fully computerized and managed by dedicated staff. Digital services like UGC N-list and DELNET are updated regularly. Students and faculty access resources through a structured borrowing and return system.

Sports: The Physical Education Director oversees the upkeep of outdoor grounds, the indoor stadium, and gymnasium. Sports equipment is periodically checked, and activities are pre-planned with facilities reserved accordingly.

Computers and Classrooms: IT staff ensure computer labs are functional and networked. Classrooms equipped with teaching aids like projectors and public address systems are monitored for cleanliness and safety. Scheduling ensures efficient utilization without overlap.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

726

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

420

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1733

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

1733

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

657

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

173

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

93

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

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

Dr. MGR Janaki College fosters active student participation in administrative, co-curricular, and extracurricular activities through clear processes and norms, empowering students to contribute to the institution's growth.

The Student Senate plays a pivotal role in representing the student community, voicing concerns, organizing events, and ensuring students' interests are considered in decisions. It coordinates activities like cultural programs and awareness campaigns under faculty supervision. Students also serve as

representatives in various committees such as the Academic Council, Cultural Committee, Sports Committee, and Discipline Committee, contributing ideas and feedback to enhance academic and extracurricular offerings.

The college encourages students to engage in co-curricular and extracurricular activities, including workshops, conferences, debates, sports competitions, and cultural events. These activities provide platforms for showcasing talents and developing teamwork, leadership, and time management skills.

Fair and transparent procedures are in place to select student representatives, ensuring inclusivity through elections conducted as per institutional norms. Regular meetings facilitate discussions, updates, and feedback, enabling students to participate actively in decision-making. This environment promotes holistic development and strengthens the partnership between students and the institution.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

62

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association, formed in 1999 and registered in 2021, connects alumnae to the institution, fostering their contributions and participation in its activities. Students completing UG and PG programs are inducted as members, becoming brand ambassadors upholding the college's values.

The Annual Alumni Meeting, held on the last Sunday of November, commemorates the founder Smt. Janaki Ramachandran's birth anniversary, drawing alumnae from across the globe to share their success stories. Many alumnae have rejoined the institution as faculty, enriching its legacy.

Webinars by alumnae are conducted to motivatestudents. Alumnae are frequently invited as resource persons for guest lectures, seminars, and cultural event judging. They assist with industrial visits, internships, placements, and recruitment in coordination with the placement cell.

Departments organize alumnae interactions to discuss job prospects and higher education. Alumnae entrepreneurs guide students and share expertise, while those excelling in sports collaborate with the physical director to support sports activities.

Through these contributions, the alumnae significantly enhance the institution's growth, strengthening its connection with past and present students.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To shape competent, cultured, and confident young women who are equipped with noble values, enabling them to shine both within their families and in society.

Mission: The mission of Dr. MGR Janaki College is centered around financial empowerment, personal growth, and inclusive education for women. It strives to free women from economic dependence by offering job-oriented courses aligned with market demands. The institution emphasizes the importance of developing core competencies that go beyond academic qualifications, helping students attain self-actualization.

The collegefocuses on inclusivity, integrating students with disabilities into the mainstream. It aims to instill moral resilience in students, empowering them to use their influence to preserve and promote Indian culture and traditions. The institution cultivates equality, purpose, and accountability, preparing students to face challenges.

The college seeks to develop well-rounded personalities through innovative curricula that prioritize "learning to learn" rather than vocational training alone. The college provides students with the necessary support to meet rigorous academic standards, helping them unlock their potential and grow into leaders capable of serving and contributing to society. The governance of the institution is aligned with these values, ensuring that every aspect of its operations reflects the overarching mission and vision.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The effective leadership at the institution is evident in

various practices that promote decentralization and participative management. The college follows a clear and well-structured organogram, with the Principal at the helm, assisted by the Vice Principal. The academic affairs, including the management of the library, are overseen by the Dean of Academics, ensuring smooth academic operations. The Dean of Students is responsible for all student support services, providing guidance and addressing student needs comprehensively.

The college's second shift operations are managed by aShift 2 Coordinator, ensuring that the activities run seamlessly across both shifts. A variety of committees are formed within the college to handle different academic and administrative functions. Each committee is led by a team of faculty members, who collaborate to ensure the efficient functioning of the institution.

Many of the collegecommittees encourage student participation, fostering involvement in the decision-making processes. This inclusive approach ensures that leadership is not only centralized but also extended to various levels of the institution, empowering both faculty and students to contribute to the development of the college. Through these practices, the institution cultivates a culture of shared leadership, where the administration, faculty, and students collaborate to achieve common goals.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution effectively implements its strategic plan through prioritization, resource utilization, and stakeholder involvement. An annual action plan guides institutional goals, supported by well-devised policies. Certified with ISO 9001:2015, the institution introduces job-oriented courses like Visual Communication and Applied Psychology and establishes the Center for Excellence—RAISE to promote innovation and research.

Collaboration is enhanced through multiple MoUs with industries and institutions. Departments host national and international seminars and workshops featuring experts and alumni. Innovative teaching methodologies, ICT integration, and a YouTube channel for instructional videos enrich learning. All second-year undergraduates complete mandatory internships and certificate courses, with increasing NPTEL course registrations.

Student support systems foster holistic development, overseen by the IQAC for Quality Assurance. The Examination Cell and Placement Cell manage academic and career-related activities. Alumni engagement and a proactive Student Senate strengthen the learning environment. Industrial visits and NGO scholarships provide practical exposure and financial support.

Infrastructure includes green spaces, a vermicompost pit, an RO plant, and energy conservation measures with audits. Faculty vacancies are promptly filled, ensuring a standard workload of 18 hours per week. During COVID-19, online workshops ensured uninterrupted learning. The institution continuously updates infrastructure to meet modern needs.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.mgrjanaki.ac.in/self-disclosure/abouthei/institutional-development-plan.html
Upload any additional information	No File Uploaded

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

The functioning of the institutional bodies at the college is both effective and efficient, as demonstrated through the implementation of clear policies, administrative setups, and established procedures. The college has framed 13 policies that govern its operations, ensuring that all processes are standardized and align with the institution's goals. The organogram of the college further supports this structure, detailing the roles and responsibilities of all stakeholders, thus streamlining the functioning of various departments.

In terms of staffing, the appointment of both teaching and non-teaching staff occurs as and when required. The Principal plays a key role in determining the staffing needs for each department based on the workload before the start of each academic year. This ensures that departments are adequately staffed to meet their academic and administrative demands. Service rules are clearly outlined in the appointment order, providing transparency and clarity regarding the terms and conditions of employment for all staff members.

Additionally, procedures are available and strictly adhered to, in line with ISO standards. The management representative ensures that the college operates in accordance with these procedures, maintaining consistency and quality across all functions. By having well-defined policies, procedures, and a robust administrative setup in place, the institution ensures that all functions are carried out smoothly and efficiently, contributing to its overall success and growth.

File Description	Documents
Paste link for additional information	https://www.mgrjanaki.ac.in/about-us/policies-and-procedures
Link to Organogram of the Institution webpage	https://www.mgrjanaki.ac.in/about-us/organogram.html
Upload any additional information	No File Uploaded

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college management offers comprehensive welfare schemes to support teaching and non-teaching faculty, ensuring their well-being and work-life balance. Faculty can access interest-free loans and enjoy casual leave, permissions, and on-duty leave to manage personal and professional commitments effectively. Female faculty benefit from two months of paid maternity leave, while ESIC and Provident Fund contributions promote financial security.

Festival advances and free medical check-ups further emphasize the institution's care for faculty welfare. The college supports professional growth by encouraging research and academic development. Faculty receive financial assistance for attending conferences, seminars, and workshops, including support for travel, registration, and membership fees, along with on-duty leave for participation.

Regular Faculty Development Programs (FDPs) enhance teaching methodologies and keep faculty updated in their fields. Leave for higher studies is granted to support academic pursuits, fostering professional advancement.

Beyond professional support, the management organizes annual faculty picnics to strengthen camaraderie and a positive work environment. These initiatives ensure a healthy, motivated, and productive workforce by addressing faculty needs holistically, reinforcing the institution's commitment to their well-being, professional growth, and community building.

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

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

20

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

59

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution employs a structured approach to evaluate faculty performance and enhance the teaching-learning process. Faculty complete annual self-appraisal forms detailing their qualifications, professional activities, and publications, fostering self-reflection and professional growth.

Student feedback is pivotal in assessing teaching effectiveness, gathered via Google forms to evaluate faculty on subject knowledge, communication skills, and teaching methods. This feedback is analyzed by the Principal to identify strengths and improvement areas, ensuring high teaching standards. Alumni feedback provides insights into educational quality, while periodic parent feedback highlights observations on their children's learning experiences. Suggestions from these stakeholders are reviewed, presented to the governing council, and implemented to improve academic outcomes.

To support faculty development, the institution organizes orientation and training programs based on feedback, focusing on innovative teaching methodologies and best practices. Regular class committee meetings address immediate classroom concerns, promoting collaboration among faculty to refine teaching strategies and enhance student learning.

This continuous cycle of feedback from students, alumni, parents, and governing bodies, combined with targeted training and open forums for discussion, ensures consistent improvement in teaching quality and the overall educational experience, aligning with the institution's commitment to excellence.

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

6.4 - Financial Management and Resource Mobilization

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

The institution's financial model relies primarily on tuition fees, structured to remain affordable and accessible to students across socio-economic backgrounds. Fees are fixed at the start of each course and revised every three years, ensuring competitiveness and inclusivity, especially for marginalized communities. A detailed annual budget, based on departmental needs, ensures judicious allocation of resources to achieve the institution's operational and academic goals.

The institution supports financially disadvantaged students by partnering with NGOs to sponsor the education of nearly 200 students annually. It also offers fee concessions for students excelling in sports or special talents and admits three students each year under the Madras University Free Education Scheme (MUFES). These initiatives reflect the college's commitment to equitable education.

To optimize costs, the college minimizes outsourcing, entrusting maintenance and administrative tasks to trained in-house personnel. Regular financial audits by a Chartered Accountant ensure accountability and transparency. The audited statements guide budget preparation for the next academic year, enabling informed decisions on resource allocation.

This balanced approach to resource generation and expenditure ensures sustainability, supports growth, and aligns with the institution's mission to provide quality education while maintaining financial responsibility.

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

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution strategically mobilizes funds and utilizes resources to ensure financial sustainability while maintaining quality education. Tuition fees, the primary income source, are structured to remain affordable for diverse socio-economic groups. Periodically revised, the fee structure balances institutional needs with students' affordability, enabling access to quality education for all.

To supplement funds, the institution collaborates with NGOs, annually sponsoring around 200 students identified by reputed organizations. It also offers fee concessions for sports achievers and students with special needs, enhancing inclusivity. Additionally, three students are admitted yearly under the Madras University Free Education Scheme (MUFES), ensuring free education for deserving candidates.

An annual budget, based on departmental requirements, ensures efficient allocation and utilization of resources, balancing operational needs and future growth. Cost efficiency is

enhanced by minimizing outsourcing and relying on skilled in-house personnel for maintenance and operations, reducing expenses while maintaining quality.

The institution upholds financial transparency through regular audits by a Chartered Accountant. These audits guide informed decision-making and budget preparation for the subsequent year. This continuous cycle of planning, auditing, and reviewing ensures optimal resource utilization, supporting institutional growth and benefiting students through equitable access to education.

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

6.5 - Internal Quality Assurance System

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

The institution, through its IQAC and Center for Excellence, conducts year-round training programs for students and faculty, enhancing academic and practical knowledge. Departments regularly organize seminars, workshops, and training sessions, inviting experts from academia and industry to share their insights.

All first-year students complete a certificate course in personality development and social ethics, while second-year undergraduates undertake a job-oriented certificate course. Final-year undergraduate students complete a mandatory internship and submit a report, and postgraduate students engage in internships and project work as part of their curriculum. Students are encouraged to participate in conferences and seminars, often presenting papers to build academic skills.

Faculty members are supported in pursuing Ph.D. programs and encouraged to present papers at academic events. Intellectual Property Rights and patenting awareness programs are conducted, and institute-industry linkages, facilitated through MOUs, enhance practical knowledge and placement opportunities.

The ICT Academy of Tamil Nadu organizes faculty development programs and student training sessions. The institution publishes a book annually featuring faculty articles, while student contributions are showcased in college magazines and departmental newsletters. Bi-monthly knowledge-sharing sessions foster interdisciplinary learning among faculty. Feedback from academic audits and stakeholders drives continuous improvement in teaching methodologies, emphasizing higher education progression and placements.

File Description	Documents
Paste link for additional information	https://www.mgrjanaki.ac.in/iqac-/iqac-events
Upload any additional information	View File

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

The institution ensures continuous quality enhancement through a robust review system led by the Internal Quality Assurance Cell (IQAC), established per regulatory norms. Frequent IQAC meetings with department heads and faculty focus on academic and operational priorities, progress monitoring, and aligning activities with institutional goals. The IQAC also coordinates various student support cells, integrating them into the institutional framework for optimal functioning.

Regular internal and external audits reinforce the institution's commitment to quality. Biannual internal audits assess academic and administrative processes, while external audits, conducted by TUV Nord for ISO accreditation, validate the effectiveness of these processes and identify areas for improvement.

Comprehensive feedback mechanisms are central to the review process. Feedback is systematically gathered from students, teachers, alumni, and employers to assess teaching methodologies and operational practices. Student feedback on faculty performance evaluates instructional quality, and periodic appraisals for staff and department heads recognize achievements and provide actionable growth recommendations.

By fostering a culture of continuous assessment and systematic improvement, the institution ensures that its teaching-learning processes and operational frameworks remain dynamic, effective, and responsive to stakeholders' evolving needs. This commitment results in measurable improvements in academic and administrative outcomes.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mgrjanaki.ac.in/iqac-/annual-report.html
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

In 2024, Dr. MGR Janaki College initiated several impactful

measures to promote gender equity, reflecting its commitment to fostering an inclusive and supportive environment for all genders. The college organized a series of guest lectures and workshops aimed at educating students on various aspects of gender issues. One notable event was the guest lecture titled "GENDERING - NEW WORLD NEW MEANING!" which focused on redefining gender roles and fostering gender equality. Additionally, the college celebrated Women Entrepreneur Month with an inter-departmental competition, highlighting the achievements of female entrepreneurs and encouraging female students to explore entrepreneurial careers.

The college also emphasized the importance of women's health and well-being by conducting awareness sessions on issues such as menstrual hygiene and sexual health. The Menstrual Hygiene Campaign was part of their efforts to break the stigma surrounding menstruation and promote health education among students. Furthermore, the college hosted a photography competition on "WORLD WOMEN'S DAY," providing a platform for students to creatively express their perspectives on women's empowerment.

In support of a gender-neutral environment, Dr. MGR Janaki College also organized discussions on sexual harassment awareness and hosted various campaigns addressing issues such asenvironmental sustainability,.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mgrjanaki.ac.in/campus-life/infrastructure.html

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Dr. MGR Janaki College has implemented comprehensive waste management systems to ensure the proper disposal and recycling of degradable and non-degradable waste.

For solid waste management, the college follows a systematic segregation approach where biodegradable and non-biodegradable waste are separated. The college has a vermicompost pit to convert dry leaves and organic waste into manure, which is used for gardening.

The college also has a robust waste recycling system, including paper recycling through an MoU with ITC WOW (Wealth Out of Waste) where they collect all the paper waste and recycle it.

In terms of liquid waste management, wastewater from various sources is reused for watering plants, ensuring water conservation. The college also practices rainwater harvesting, channeling rainwater to recharge groundwater levels.

The biomedical waste management follows strict protocolsensuring that it is segregated and handled according to guidelines for safety and environmental impact.

For e-waste management, the college conducts regular e-waste drives and collection campaigns to ensure proper recycling of electronic waste. E-waste is disposed of through certified recycling centers.

For the disposal of hazardous chemicals, the institution adheres to strict procedures and policies, ensuring that all waste is disposed of safely and in compliance with regulatory guidelines.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — **A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: — **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and — **C. Any 2 of the above**

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

`B. Any 3 of the above`

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

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

Dr. MGR Janaki College fosters an environment of understanding, acceptance, and peaceful coexistence among students from diverse economic, religious, and cultural backgrounds. The college treats all students with respect, offering equal opportunities for growth and participation. A regular morning assembly, with a weekly secular prayer, brings together students from different faiths, promoting unity. Major festivals like Adi Perukku, Onam, Krishna Jayanthi, Christmas, Pongal, and Vijayadasami are celebrated to nurture religious tolerance, with the student senate organizing cultural events and religious celebrations.

The college also focuses on inclusivity, implementing measures to prevent discrimination through various cells, while eye-opener sessions address issues like tolerance, ethics, and legal awareness. Regular mentoring sessions guide students in understanding their rights and responsibilities. The Electoral Literacy Club sensitizes students about electoral rights, and seminars on human rights, stress management, and legal rights of women are held. The college promotes moral and value education, emphasizing character development.

In addition to cultural events like Fresher's Day, College Day, and Achiever's Day, the college celebrates national holidays and organizes activities like the Dr. MGR Endowment lecture and annual plays, which reflect the institution's cultural heritage. These initiatives foster a strong sense of responsibilityand respect for diversity among students.

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

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

At Dr. MGR Janaki College, the sensitization of students and employees to their constitutional obligations, values, rights,

duties, and responsibilities as citizens is a key focus. A prominent initiative in this regard is the functioning of the Electoral Literacy Club, which organizes various awareness sessions to educate the college community about the electoral process, voting rights, and the importance of active participation in democracy. The club conducts awareness sessions to promote understanding of the Constitution.

In addition to this, the college celebrates several national and international days, such as National Legal Services Day which emphasize the importance of legal literacy, and social responsibilities. Guest lectures on topics like "Corporate Governance - Companies Act, 2013" and "Emerging Trends in Clinical Psychology" provide further insights into the legal, ethical, and social responsibilities of citizens.

Events like the Drug-Free Society initiative, and inter-departmental poster-making competitions also promote awareness about health, equality, and social justice. Through these activities, students are encouraged to reflect on their rights, responsibilities, and duties as citizens, reinforcing the values of democracy, equality, and justice in their daily lives. The combination of these events, along with outreach programs and field visits, helps build a well-informed, responsible citizenry.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

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

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

Dr. MGR Janaki College actively celebratesnational and international commemorative daysreflecting its commitment to fostering education, awareness, and engagement among its students and the community. These celebrations include health-related observances like World Yoga Day, World Hepatitis Day, World Lung Cancer Day, and World Cancer Day, through awareness sessions and workshops. The college also celebrates environmental awareness with initiatives such as the Green Health Club inauguration and Plantation Drives, and organizes competitions like Photography Contests to mark World Photography Day. Further, the college recognizes cultural and social milestones through events like International Women's Day with a photography competition, National Nutrition Week with a Cooking Without Fire Competition, and World Social Justice Day with various themed activities. The college promotes academic growth and professional development with guest lectures, workshops, and seminars on diverse topics such as Cancer Treatment, Gene Mapping, Financial Literacy, and AI in Business. Events like Investor Awareness Programs, Webinars on Techpreneurship, and Alumni Talks ensure that students gain insights into current and future trends in various fields. Additionally, the college observes national days such as Republic Day, Independence Day, and National Legal Services Day through speeches, competitions, and cultural activities, fostering a holistic educational environment.

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

7.2 - Best Practices

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

Practice: Enriching Students with Potential for Employability

Objectives:

- **To enhance placement opportunities for students**

Context: Most students from economically disadvantaged backgrounds whoare first-generation learners, lackconfidence and essential skills for interviews. The institution takes proactive measures to bridge this gap.

Practice: Departments organize seminars, workshops, and conferences annually, collaborating with experts from academia and industry.

Evidence of Success:

- **Increasing student placement,rank holders and successful entrepreneurs**

Problems Encountered:

- **Financial and social challenges**

Resources Required:

- **Sponsorships, scholarships, free coaching and additional funding**

Practice: Instilling Social Responsibility Among Students

Objectives:

To foster social responsibility through community engagement.

Context:

Extension activities empower communities and inculcate empathy, tolerance, and a sense of belonging among students. These activities provide mutual benefits for both students and the local community.

Practice: Students participate in extension services such as NSS, Youth Red Cross, and Rotaract. Activities include village adoption, health and hygiene training, vermicomposting, and literacy programs in local schools.

Evidence of Success:

- **Successful camps and training sessions in adopted villages.**
- **Students volunteered as scribes and actively contributed to outreach initiatives.**

Problems Encountered:

- **Safety concerns during community activities.**
- **Limited follow-up opportunities due to time constraints.**

Resources Required:

- **Inter-department collaboration for impactful outreach.**
- **Enhanced knowledge-sharing for better outcomes.**

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

The Department of Natya at the college is a hallmark of its commitment to preserving and promoting India's rich heritage of art, culture, and traditions. Unique in its kind under the

University of Madras, the department embodies a holistic approach to performing arts, integrating the disciplines of dance, music, theatre, and yoga into its curriculum. This comprehensive syllabus provides students with a profound understanding of these interrelated art forms, fostering both artistic excellence and cultural pride.

The department was established under the guidance of the renowned Padma Subrahmanyam, a stalwart in the field of classical dance, whose expertise shaped its vision and structure. Esteemed dancers and accomplished teachers from across the country are invited to mentor and train students, ensuring a rich and diverse learning experience.

Graduates from the Department of Natya have consistently excelled, securing prestigious positions in the arts and culture sector. Their success underscores the department's role in bridging traditional art forms with contemporary opportunities, reaffirming the institution's dedication to nurturing talent.

This distinctive program exemplifies the college's unwavering commitment to the promotion of Indian art and culture, making it a beacon of traditional learning and innovation in the modern educational landscape.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Participation in NIRF

ISO preparedness

Coaching to be given to students for competitive exams

Programmes on National Educational Policy

Collaborations and tie-ups with various organizations

To apply for Innovation Patents.

Psychometric analysis for staff and students.

Increase in research publication in high impact factor journals

To conduct International / National Conferences / FDPs / Seminars.

To conduct Green / Energy / Environment audits.

Establishment of students learning support centre and more centres of excellence

Establishment of vocational centres