



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		MICHAEL JOB MEMORIAL COLLEGE OF EDUCATION FOR WOMEN
Name of the head of the Institution		DR. R RAVI
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04222682820
Mobile no.		9843686389
Registered Email		michaeljobcollege10323@gmail.com
Alternate Email		ravi.r@mjc.ac.in
Address		Near Sulur Boat Lake, Ravathur (po), Irugur (Via, Sulur, Coimbatore
City/Town		COIMBATORE
State/UT		Tamil Nadu
Pincode		641103

2. Institutional Status															
Affiliated / Constituent	Affiliated														
Type of Institution	Women														
Location	Rural														
Financial Status	Self financed														
Name of the IQAC co-ordinator/Director	Mrs. R. GOKILAVANI														
Phone no/Alternate Phone no.	04222682820														
Mobile no.	9486241501														
Registered Email	r.gokilavani@mjc.ac.in														
Alternate Email	michaeljobcollege10323@gmail.com														
3. Website Address															
Web-link of the AQAR: (Previous Academic Year)	http://www.mjcbed.ac.in/p/downloads.htm 1														
4. Whether Academic Calendar prepared during the year	No														
5. Accreditation Details															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="text-align: center;">No Data Entered/Not Applicable!!!</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	No Data Entered/Not Applicable!!!					
Cycle	Grade					CGPA	Year of Accreditation	Validity							
		Period From	Period To												
No Data Entered/Not Applicable!!!															
6. Date of Establishment of IQAC	17-Jul-2010														
7. Internal Quality Assurance System															
Quality initiatives by IQAC during the year for promoting quality culture															
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries													
Planning and implementation of B.Ed & M.Ed curriculum	19-Jul-2017 1	15													

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

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

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

1. Fresher's meet 2. Lesson plan preparation 3. Hands on training for mini teaching 4. International Yoga day 5. Model VIVA Voce for M.Ed II Year

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

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
General Council Meeting	03-Jul-2017
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	03-Jul-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	15-Nov-2017
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Michael Job Memorial College of Education for Women, Sulur, Coimbatore is affiliated to TNTEU University, Chennai and follows the curricula prescribed by the TNTEU for both B.Ed & M.Ed Course. The College ensures effective curriculum delivery through a well planned and documented process. The faculty members are briefed on the academic activities of the college on the first meeting of the commencement of every academic year for both B.Ed & M.Ed Course. Meetings are held in each pedagogy department to discuss about the pedagogy subject both theory and practical aspects, teaching methodology, lesson plan preparation, teaching aids. Based on the expertise of individual teacher, the syllabus is allotted to them by the Principal. Syllabus of each subject & pedagogy for the academic year is provided to the students. Teacher Educators prepare their lesson plan for theory at the beginning of every academic year. Teacher Educators conduct classes according to the timetable. Staff meetings are held periodically to review the syllabus completed. For the effective transmission and delivery of curricula, departments integrate classroom teaching with various ICT tools, Laboratory practical, student seminars, research projects, field visit to co-operative school and teacher Education Institution, etc. For the effective curriculum delivery, teachers also use participative, cooperative and student-centric learning methods. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, paper presentation by the students, projects, group assignments, term-papers, educational tours, Field trips for effective delivery of curriculum, which are done in a planned manner. All Internal Examinations and Class tests are conducted to check whether the students have acquired knowledge as outlined in the objectives of the curriculum. Record of the regular attendance, mark lists and progress of the students are maintained and preserved by the respective departments. The college encourages faculty members to attend Orientation / Refresher courses,

workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum. At the end of every academic year, feedback from teachers, students, non-teaching staff and guardian is collected by IQAC in coordination with feedback committee.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Diploma	Diploma in Yoga for Empowerment	04/09/2017	1	Self Entrepreneurship	Improve self awareness
Diploma	Diploma in Dance	18/09/2017	1	Dance	Physical Fitness

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	25	25

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	School Internship Training - Sixteen weeks	70
MEd	Field Visit - Co-operative school	16
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Michael Job Memorial College of Education for Women is a Women private Educational College in Coimbatore established with a view to pursue excellence. For that, our Institution always focus on high-quality teaching and research. The dream of the College is to make the students more teaching career focus and it is related to discipline wise. We are always striving towards our purpose of providing quality education and creating future teachers for the society. Assessment / evaluation process that makes all-round development of learning, skill enhancement, and interdisciplinary learning approach where students get the scope to enhance their knowledge and skills in multiple areas. Our Institution has regularly evaluated and monitored the progress of education upliftment through the feedback from Faculty, students, parents and alumni in formal or informal way and always make a pace of improvement. The Internal Quality Assurance Cell (IQAC) of Michael job Memorial College of Education for Women provides a key and significant commitment to improving educational quality, we collected a regular basis of students, faculty, and alumni feedback and it was rolled out through each and every pedagogy minimum of once in a year and all the information was captured through a structured questionnaire and collected feedback manually analyzed. The suggestion for modification, correction, and improvement are discussed in the IQAC meeting. Faculty feedback at Michael job Memorial College of Education for Women is conducted once every year and the objectives of faculty feedback are 1. To evaluate the course objective and course outcome with the expectation of students. 2. To find out the gap between course curriculum design in relation with students' overall progress. 3. To access the success of academic offerings in respect of students' career progress. FEEDBACK PROCESS The feedback process is collected manually. The detailed analysis of feedback is carried out afterwards and the action taken report is prepared. The summary of the faculty feedback is presented in the meeting.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Secondary Teacher Education	100	110	70
MEd	Teacher Educators	50	57	16

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers

	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2017	70	16	14	6	10

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
20	20	4	2	1	2

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

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

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

MICHAEL JOB MEMORIAL COLLEGE OF EDUCATION has been extending its service to all the student-teachers and M.Ed students in both sides of scholastic and co-scholastic areas. The classroom transaction as per the curriculum provided by the (TNTEU). Personality development and guiding students for their professional growth is the other dimension. Thus, different teachers of the college are assigned classified duties related to both curricular and co curricular areas. Teachers give the direction of their duty, organization, cooperation, discipline etc. Thus, the role of teacher here is to mentor the Student teachers for their leadership quality and social participation. Like-wise in scholastic areas also every Student teacher will be assigned for undergoing practice teaching in different cooperating schools in and around Coimbatore district. At this time every group of student-teachers for every school will have a teacher-in-charge to supervise their teaching practice in the school for their subject area. During this period the teacher-supervisor will carefully look after the performance of all the student-teachers in all directions such as teaching, punctuality, regularity, cooperation to the school and participation to school management. When any sort of personality or teaching becomes inappropriate teacher-supervisor will have the provision to rectify their errors and improve at the same time. Thus, it is an imperative for all teachers of the college to take the role of mentor for all the trainees in the institution. Further, the supervisor being a mentor of the assigned student-teacher group will provide opportunity threshold to all the trainees for consultation for any kind of problem, deficit of knowledge and preparation of examination. And in addition to the above active exercise of teachers as mentors, all teachers are involved to train teaching skills to all the trainees in a very conducive manner for a duration of three days before practice teaching. This session of teaching skills improvised the teaching performance of student-teachers. In M.Ed course apart from curriculum classroom transaction. Proposal writing, preparation of seminar and the ppt presentation, process of data gathering tool making, and a large part of practical approach of research methodology are handled by all the teachers At the end of the normal classes students will prepare a dissertation which is under a strict supervision of their supervisors. Thus, faculties engaged to M.Ed. classes has more and the above the duty of their normal classroom activity.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
86	20	1 : 4

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	20	4	2	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NA	Nil	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	10323	YEAR EXAM	11/06/2018	21/09/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Michael Job Memorial College of Education for Women has a Continuous Comprehensive evaluation system for both the B.Ed. and M.Ed. students. Every faculty has the independence and freedom to arrange the internal evaluation in accordance to the completion of each topic or unit. This cumulative internal assessment is reflected at the time of the final internal score of the respective student. The faculty exercises different techniques and formats of assessment in accordance to the requirements of the students. Class-tests, home assignments, project work, seminar presentations for the continuous internal evaluation. Co-scholastic activities like literary events, cultural events and games and sports also are part of the activities evaluated and assess to reward internal marks of the institution. The College also has a Examination Committee to look after the Internal Evaluation of the students.

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

The Academic Calendar for the academic year 2017-2018 had been prepared in advance covering all the scholastic and co-scholastic areas which the students have to undergo in the academic year. Teacher education colleges have activities like internship, micro-teaching workshop, exhibition of teaching aids, practice teaching, model Examination. The Academic calendar includes bridge courses for newly admitted B.Ed, M.Ed students and other curricular activity, field visit, innovative school visit and also the orientation of both B.Ed and M.Ed faculty. The Fresher's Meet, formative Exam, model examination, other activities were also put up in the Academic Calendar. Examination was also tentatively scheduled in the Academic Calendar..

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
10323	BEd	EDUCATION	70	70	100
10323	MEd	EDUCATION	16	16	100
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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	NA	Nill	Nill
No file uploaded.				

3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nill	Nill	Nill	Nill
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	EDUCATION	5	Nill

International	EDUCATION	4	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	0
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	4	3	0
Presented papers	5	4	3	0
Resource persons	2	2	2	0
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS	HEALTH AWARENESS, ROAD SAFETY	20	86
YRC	RALLY	20	85
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
NIL	Nil	Nil	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness of AIDS	NSS	Speech	20	80
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
INTERNSHIP TRAINING	SCHOOL LINKAGE	GOVERNMENT AIDED SCHOOLS	19/08/2019	13/12/2019	70
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
34	3357353

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing

No file uploaded.

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
MODERN-LIB	Fully	2	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1139	22	10	Nil	1149	22
Reference Books	2660	32	Nil	Nil	2660	32
Journals	42	26	Nil	Nil	42	26
e-Journals	15	5	Nil	Nil	15	5

No file uploaded.

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	1	3	1	2	2	10	100	0
Added	0	0	0	0	1	1	0	0	0
Total	50	1	3	1	3	3	10	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
34	3357353	30	2973896

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

Michael Job Memorial College of Education for women has framed the role and responsibility for maintaining all the facilities like laboratories, multi-purpose hall, indoor hall, classrooms with smart boards, faculty rooms, Seminar hall, IQAC room, placement cell, Ladies Common room, Gents Common Room, visitors room, administrative block, library, ladies and staff washroom, canteen and campus garden. The policy of the college is to fulfill and upgrade the infrastructure requirement as and when the need arises. Various committees of the college are constituted to plan and ensure that the available infrastructure is in line with the academic growth and is optimally utilized. Each committee consists of faculties of the college and they perform their duties efficiently.

PROCEDURE FOR MAINTENANCE OF FACILITIES

PEDAGOGY CLASSROOMS - The maintenance of the classroom and the ICT room are the responsibility of the faculty and the students. Precaution is maintained to utilize these facilities with utmost care. Classrooms are always locked after normal classes.

VIRTUAL CLASS ROOM AND SEMINAR HALL - The virtual class room and Seminar hall of the MJCOE college is utilized mainly for general meetings, article presentation, seminar, workshop, conference, cultural activities, important day celebration, Freshers meet, online presentation, model Practical Examination VIVA-Voce for M.Ed course..

LABORATORIES - The following laboratories available in our MJCOE i.e., Physical Science, Language laboratory, Psychology lab and Computer lab, Biological science lab, Education Technology lab. These labs are utilized only when students required. Pedagogy staff members maintain their lab and computer staff maintain technology and computer lab. Language staff maintain language laboratory. Psychology lab is maintained by Psychology lab in charge teacher. .

LIBRARY- The students can take their library books after issuing the library cards. There is a time limit for borrowing of any library books. It will be fixed by Librarian Mr.Anbazhagan.

SPORTS FACILITIES - The sports equipments are kept in the indoor hall and utilized only when required by the students specially during the Games period and Sports events. The Secretary of Games and Sports for B.Ed, M.Ed course take the responsibility of looking after the sports equipments. Faculty-in-charge of sports Mrs. Sindhu devi also monitors the activity.

LADIES and GENTS COMMON ROOM - The Ladies and Gents common room are for the students to be used in their recreational time. The responsibility of these rooms are given to the Ladies and Gents Common room Secretaries and respective faculties who are assigned as mentors/ guides for these rooms.

Staff Room - This is common to all faculty. It is maintained by Mrs.Usha.

CAMPUS GARDEN, Reception, Office room, Principal room, IQAC ROOM, placement cell and Chairman room and visitors room. These facilities are looked after by Mr.Ajay, Mrs. Usha Mrs. Beula.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

Financial Support from institution	scholarship	60	2259000
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nil	Nil	Nil
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	career guidance	50	15	0	0
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Private school	45	26	Private school in and around coimbatore	45	30
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	10	B.Ed M.Ed	Education	MJCOE	M.Ed

2017	3	UG	Arts & science	MJCAS& other	M.Phil.,M.Sc.,MA
No file uploaded.					

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

Items	Number of students selected/ qualifying
Nill	0
No file uploaded.	

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

Activity	Level	Number of Participants
200 M RUNNING	INSTITUTION	16
400 M RUNNING	INSTITUTION	16
DISCUS THROW	INSTITUTION	6
LONG JUMP	INSTITUTION	6
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	NILNIL	National	Nill	Nill	Nill	Nill
No file uploaded.						

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

NIL

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

225

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

22500

5.4.4 – Meetings/activities organized by Alumni Association :

YES

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Michael Job Memorial College of Education for Women practices decentralization and participative management. The Institution follows the Proficient Management approach in managing the Institution. The Proficient Management aims at implementing the concept of innovativeness in managing the academic and administrative matters. The Institution always believe in the practices of decentralization and participative management. Practice of decentralization is having own significance in the management. It reflects the policy decision making, planning and administration, office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - ? Management ? College Development Committee ? Governing Council ? Principal ? IQAC Committee ? Examination Committee ? Alumni association ? Administrative and Non teaching Staff ? NCC, NSS ? Stakeholders involve in the decentralisation and participative management, all are working together for efficient functioning of the Institution. OUTCOME : The Management of the Institution conducts regular meets and discuss the issue and challenge with developmental aspect of the institute. Thus, Management of the Institution encourages the teachers, students and non -teaching staff, alumni and co-ordinators to share their ideas, opinions and suggestions through the proper channel. The input received from various committees and feedback analysis are considered for the future decision making.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Michael job Memorial College of Education for Women is under TNTEU University. This institution following the TNTEU syllabus for both B.Ed and M.Ed Course. It is common to all the Educational Institution. The end of the program the IQAC collects feedback from the students regarding curriculum and its transaction, evaluation, resource materials available in library ,capacity of resource persons. But the college is always enhancing the different types of innovative ideas and skills among the student community for transaction of curriculum.
Teaching and Learning	Michael job Memorial College of Education for Women has very innovative teaching-learning process and activities. Every class has different learning activities such as debating of issues, role playing, brainstorming and other Interactive activities.
Examination and Evaluation	MJCOE is following the continuous evaluation system in both B.Ed ampM.Ed course. The internal marking are based on this continuous evaluation that comprised of unit tests, class tests,

	seminar presentation, project work and home assignments. Formative Assessment and Model Examination. examinations are also conducted as preparatory examination before the students appear in the final examination of the university.
Library, ICT and Physical Infrastructure / Instrumentation	MJCOE has sufficient library facilities and lot of TEXT BOOKS ,RESEARCH BOOKS, JOURNALS, MAGAZINE, REFERENCE BOOKS,DISSERTATIONS,ENCYCLOPEDIAS .Moreover we have ICT facility and good infrastructure.
Admission of Students	Michael Job Memorial college of Education for Women has separate Committees for admission of B.Ed. and M.Ed. The selected students are counseled and then allowed for admission.
Research and Development	MJCOE has a research Colloquium which guide and monitors the research and development work of the M.Ed students(ie. Preparation of Research proposal, research tool, methodology, article presentation, seminar related to research topic) and teacher Educators. Faculties are also advised to take up more research and the publish articles in approved journals. Moreover, students of B.Ed. have to perform minor research activities in their respective schools. M.Ed. Students have to undergo a minor research for their dissertation and faculties guide them through the process.
Human Resource Management	Human Resource Management is the strategic approach to the effective and efficient management of people in an institution so that they help the institution to gain a competitive advantage. In the college, Orientation Courses are given to the faculties of B.Ed., M.Ed. Staffs to gain maximum benefit from these resources.

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

E-governance area	Details
Administration	MJCOE has Administration section to maintain all the institutional activities and maintaining finance and accounts.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NIL	NIL	NIL	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	ORIENTATION OF B.Ed FACULTY	NIL	08/05/2017	09/05/2017	20	5
2017	ORIENTATION OF M.Ed FACULTY	NIL	26/07/2017	27/07/2017	20	5
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nil	Nil	Nil
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	2	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

MJCOE has proper finance and Account section to maintain the finance and Management.

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

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

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NIL	Yes	MANAGMENT
Administrative	Yes	NIL	Yes	MANAGMENT

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

NIL

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

NIL

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

1. ACADAMIC PLAN PRESENTATION 2. VIRTUAL CLASS ROOM -2 3. PLACEMENT CELL
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	NIL	Nil	Nil	Nil	0
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
GENDER EQUALITY	07/08/2017	09/08/2017	85	10

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	6
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

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

1. BIO MANURE PREPERATION 2. PLANTING MORE TREES 3.SEPARATION OF BIO DEGRADABLE AND NON -BIO DEGRADABLE WASTE 4.AWARENESS PROGRAM ON CONSERVATION OF WATER 5.AWARENESS PROGRAM ON SOIL POLLUTION
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I.TEACHING-LEARNING AND EVALUATION This criterion relates to College efforts to serve students of various backgrounds and abilities through effective teaching-learning practices. Interactive instructional techniques that engage students in higher order thinking and inquiry through the use of interviews, focus group discussion, debates, projects, presentations, experiments, practical sessions, internships and e-resources are important considerations. The criterion calls for substantial attention as to how the institution supports and facilitates the use of ICT and other new and emerging technologies. It also helps in the adequacy and competence as well as the continued professional development of faculty handling programs of study. The efficiency of the techniques used to continuously evaluate the performance of teachers and students is also a major concern of this criterion. The focus of this criterion is captured in the following criterion statements that represent the good practices expected of an institution: MJCOE has a transparent admission process and ensures that the defined admission criteria is equally applicable to all applicants. MJCOE provides clear information to students about admission and completion requirements, fee structure and refund policies, financial aid and student support services for all programs. MJCOE engages its students in active learning. The instructional approach and learning experiences are extensive and in keeping with the stated objectives of the program. Practice teaching plans

are developed in partnerships that cooperatively involve school staff and custodial teachers. Student teachers are prepared to manage the diverse learning needs of students in schools. The assessment and evaluation plan is comprehensive, reliable, objective and transparent and students are well informed in advance. Evaluation and evaluation results are used to improve the performance of students and course transactions. The college incorporates new technologies into its programs and encourages students and teachers to use and adopt technology in teaching-learning. II. STUDENT SUPPORT AND PROGRESSION The main objective of this criterion is the effort of an institution that provides students with the necessary support to facilitate good campus experience and their overall development. It also seeks information on student and alumni profiles and contributions to the institution and vice versa. The focus of this criterion is captured in the following criterion statements, which describe some of the good practices expected of a quality institution: MJCOE has adequate teaching resources and a well-established mechanism to systematically review various library resources for adequate access and relevance and for decision making for acquisition. Various provisions in the institute support and enhance the effectiveness of faculty in the teaching and mentoring of students. MJCOE campus environment promotes improvement in students motivation, satisfaction and developmental performance. The progress of the students at various stages of the program is monitored and appropriate advice is given to the students. MJCOE develops the leadership qualities of the students through its involvement and involvement in various institutional activities. The key aspects identified under this criterion are student progress, student support, student activities and best practices in student support and progress.

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

7.3 – Institutional Distinctiveness

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

No data entered !!!

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS OF ACTION FOR NEXT ACADEMIC YEAR: The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under – ? To create an enabling environment for holistic development of Students, Faculty and Support Staff. ? To facilitate continuous upgradation and updating of knowledge use of technology, by faculty and students. ? To create awareness and initiate measures for Protecting and Promoting Environment. ? To encourage and facilitate Research Culture, to promote Research by Faculty. This Perspective Plan outlines the various initiatives and focus areas to achieve the aforesaid Objectives. The same are enumerated here under – 1) INSTITUTION ? To provide thrust to achieve excellence in both B.Ed M.Ed courses. ? To monitor Quality Assurance and Quality Enhancement activities of the Institution. 2) INFRASTRUCTURE ? To Implement Structural Repairs to Building and Electrical Repairs, on the basis of need. ? To provide resources required for Use of Technology to provide online course contents, video lectures. 3.LEARNING RESOURCES ? To upgrade Library Resources to include digital content, which can be accessed by Students and Faculty online. ? Digital Content in the form of Video Lectures, Study Notes, etc. to be made available on the web-site by Teachers. ? Faculty members shall be encouraged to use online Apps to enable students to communicate their doubts, give feedback, suggestions, etc. 4.LINKAGES ? To foster and strengthen relationship of Alumni with the Institution 5.FACULTY ? To facilitate a Research Environment in the College, which encourages Faculty

to undertake Research. ? To encourage faculty to use Technology to communicate with students ? To encourage faculty to Organise Faculty Improvement Programmes, National and International Conferences ? To devise techniques to enable various improvements in the existing Teaching Learning Evaluation process and measurement of Learning Outcomes. ? To encourage Faculty to prepare formative and summative exam question paper ? To continue to organize Extension Activities for the benefit of the Society and to create awareness on various social issues