



YEARLY STATUS REPORT - 2023-2024

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 its own campus? **Yes**
- Phone no./Alternate phone no. **07305040204**
- Mobile no **09843686389**
- Registered e-mail **michaeljobcollege10323@gmail.com**
- Alternate e-mail **r.ravi@mjc.ac.in**
- Address **Near Sulur Boat lake, Ravathur post, Irugur (Via), Sulur**
- City/Town **Coimbatore**
- State/UT **Tamil Nadu**
- Pin Code **641103**

2.Institutional status

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

- Financial Status **Self-financing**
- Name of the Affiliating University **Tamil Nadu Teachers Education University, Chennai**
- Name of the IQAC Coordinator **Dr. R. Gokilavani**
- Phone No. **09486241501**
- Alternate phone No. **09486241501**
- Mobile **09486241501**
- IQAC e-mail address **IQAC@mjc.ac.in**
- Alternate Email address **michaeljobcollege10323@gmail.com**

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

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

4. Whether Academic Calendar prepared during the year?

Yes

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

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

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.58	2013	25/10/2013	24/10/2018

6. Date of Establishment of IQAC

17/10/2020

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
-	-	-	-	0

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 4

- 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)

National level work shop on Innovative Pedagogical strategies 26th & 28th July 2023

Faculty development program on Evaluation strategies & class room management (5th 6th Feb 2024) ,critical & creative thinking (5th & 6th August 2024)

Alumni meet 2024 (Feb 3 2024)

B. Ed I Year Orientation Program 09/11/2023&10/11/2023)

SGRC Students Grievance Redressal Committee & ICC Committee

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
Formative & Model Examination	We have successfully conducted formative & Model Examination for B. Ed & M. Ed students and prepare them to score good marks
Orientation Program	We have successfully Conducted Orientation program for B.Ed students. Nearly 60 students were participated and benefitted
Faculty Development Program	We have conducted FDP on Evaluation strategies & class

	room management skills on 5,6 Feb 2024 & critical & Creative thinking skills on 5th and 6th August 2024 .Nearly 1000 participants was joined this faculty Programs
Graduation Day	Successfully We have conducted Graduation day On 06/09/2024 for B.Ed & M.Ed students. Happily students were received their Graduation certificate
Teacher's Day Celebration	We have conducted teacher's day on 06/09/2023.On that day we hace conducted competitions and cultural Programs
Alumni Meet	We have Celebrated Graduation day on 03/02/2024 same day we have organised Alumni meet for B.Ed & M. Ed students. Students were discussed their thoughts and achievements
Academic Audit	We have Successfully conducted Academic audit on 30/06/2023 for 2023
National Level workshop	We have conducted National level workshop on 26th 28th July 2023.Nearly above 1000 participants were particiated and benefitted
international Yoga day	We have conducted International Yoga day for the academic 2023 successfully .Nearly 70 students and faculty members also benefitted during that day.
AISHE	Successfully completed AISHE For the academic 2023-24

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Council committee	10/05/2023

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• if yes, whether it is uploaded in the Institutional website Web link:	http://www.mjcbcd.ac.in/				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
-	-	-	-	0	
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• Upload latest notification of formation of IQAC			View File		
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• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

<p>been uploaded on the institutional website?</p>		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	<p>No File Uploaded</p>	
<p>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</p>	<p>No</p>	
<ul style="list-style-type: none"> If yes, mention the amount 		
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<p>Plan of Action</p>	<p>Achievements/Outcomes</p>	
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<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Governing Council committee	10/05/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2024	17/12/2024

15. Multidisciplinary / interdisciplinary

Our Michael Job Memorial college of Education for Women is the college of teacher training institution followed the rules of interdisciplinary approach till date as it focuses on learning of each subjects separately. Student teachers develop their skills and concepts common for two disciplines. The process and concepts of one subject help to develop understanding about other subject. Our MJCOE always focuses on student's skill & overall development. Curriculum is totally student oriented. College focuses on the development of particular skill, which helps to understand the concepts of both method subjects. Through interdisciplinary approach of education deeper levels of conceptual coherence varied set of reasoning and cognitivestrategies develops on students as learning outcomes. In the education student-teacher, student-student, teacher-teacher cooperation takes place. Moreover. tt is a co-educational institution and the medium of instruction is English. MJCOE provides a two-years B.Ed and one year M.Ed programme..The UG courses are provided in the following streams: Tamil Education, English Education Mathematics Education Physical Science Education Bio Science Education ,History Education, Computer science, Commerce Education. The institution adopts teaching-learning that fosters multidisciplinary and interdisciplinary activities through seminars, group discussions, community-related activities,

16. Academic bank of credits (ABC):

We do not have academic bank of credit in our Institution..

17. Skill development:

For the academic 2023-2024 MJCOE was Conducted Series of Faculty development program such as Evaluation strategies & class room management ,creative and critical thinking styles . We have conducted Research colloquium for both M. Ed I & II Year students to develop their academic and practical knowledge through online

mode .Moreover we have conducted SOP sessions. For model VIVA Voce exam by our institution for M.Ed II Year Students to develop their presentation skills. Skill development is a process that aims to improve students skill and productivity. Skill development and related training programs helps students to improve their teaching and other emotional & social skills. As the institution is a teacher-training institution and the process of skill development focuses on upgrading core competencies & teaching skills of the students and maximizing their inner potential.

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

IKS (Indian Knowledge System) is for promoting the interdisciplinary culture of India through curriculum transactions at higher education classes. The following are the activities under IKS: The IKS-based research activities are held for the M.Ed course. also we have invited resource persons from various universities to improve ICT & research initiatives. The faculties of the college have different WhatsApp groups for pedagogy subjects ,common group., Moreover we are doing . community-related activities. through IQAC by NSS.. Students doing online course through SWAYAM portal and NPTEL, MOOC.

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

The institution always focus on imparting quality education and also motivating student teachers and perspective teachers. For that purpose, Michael job memorial college of education, encouraged the Students to develop quality teaching Skills In themselves and therefore, to Meet the Objective, The College organised Micro-Teaching for the student teachers to Develop different Micro Teaching Skills for Better Teaching. B.Ed & M.Ed programs offered by the institution follow the OBE pattern stipulated by the University.. The PLOs and CLOs are clearly described by the faculties at the beginning of each semester and all teaching learning activities are focussed on attaining OBE..Students achieve high standards nearly 70 to 85%..Assessments of CLOs and PLOs and student satisfaction surveys through google forms are part of the curriculum.. Apart from this we have collected the feedback for the academic 2023-24 from PTA, and alumni of the college reflects the ethos of following OBE...

20.Distance education/online education:

Using G suite platform, different classes for the student

teachers and prospective teachers were conducted by the faculty member of the college. The faculty members also provided all type of guidance through online mode when needed, along with the offline classes regularly. For all session, whatsapp groups are available for providing different kinds of teaching materials and assistance. College has special email id to interact student teachers of different class category (M.ed. 1st year, M.ed. 2nd year, BB.ed. 1st year, B.ed. 2nd year)

Extended Profile

1. Programme

1.1

2

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

File Description	Documents
Data Template	No File Uploaded

2. Student

2.1

116

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2

0

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

File Description	Documents
Data Template	No File Uploaded

2.3

150

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic	
3.1 Number of full time teachers during the year	21
File Description	Documents
Data Template	No File Uploaded
3.2 Number of sanctioned posts during the year	23
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	12
4.2 Total expenditure excluding salary during the year (INR in lakhs)	9292176
4.3 Total number of computers on campus for academic purposes	25
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	
<p>Michael Job Memorial College of Education for Women, sulur,Coimbatore has regular inpractice of Curriculum planning, reviewing for both B.Ed and M.Ed cours for 2023-24, before the academic year begins a staff meeting was conducted in the month of Aprilto organize academic planning. The meeting discussed the academic and non-academic aspects like: Allocating duties for faculties Assigning teaching hours for B.Edand M.Edcourses. Assigning teachers for guiding research proposal. Organising research and development activities of the institution. Academic</p>	

planning,time tabling,executing,evaluation etc Moreover we have conducted Formative and Model Examination for both B.Ed & M.Edlevel. Providing internal marks as per university norm like 30 internal marks it includes Assignment,seminar & attendance..

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)

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

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

D. Any 1 of the above

process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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	
NA	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
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)	
3	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
116	

File Description	Documents
Any additional information	No File Uploaded
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

Nil

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

2

File Description	Documents
Any additional information	View File
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
Institutional Data in Prescribed Format	No File Uploaded

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

116	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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

B. Any 3 of the above

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

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

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

File Description	Documents
Upload any additional information	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 students admitted during the year

116

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

116

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Slow learners and advanced learners

1. Advanced learners and slow learners have identified as per their responses in the classroom as well as the performance in the Unit test, internal examinations
2. The departments use monitoring and mentoring to keep track of slow learners progress.
3. we conduct "student induction" programme i.e, „Principal's Address. Through this event students are introduced with teaching-learning and evaluation program, college discipline, various academic and other scheme.
4. For slow learners we provides Revision classes and counselling sessions. Tutoring by peers, senior students, and mentors is offered. Corrected assignments and answer scripts are shared with each student and discussed to enable students to recognize their problem areas and improve.
5. For Advanced learners are encouraged to study the contents of the syllabus effectively so as to achieve a high percentage of marks and a good score in TET, NET, SLET, TRB (UG&PG).

6. Training and Placement Cell also provides training in interview skills and communication skills to enhance the employability of the students

Following activities are done by teacher educators for B. Ed & M. Ed students:

Slow learners:

1. Individual counselling. 2. Remedial Coaching 3. Extra notes. 4. Group discussion session. 5. Internal examination process. 6. Encouragement in NSS, Sports, and academic activities. 7. Extra library books.

Advance learners:

1.Seminar sessions 2.Group discussion sessions

In order to enhance their confidence level, the department conducts different activities such as NSS, Cultural, and Sports to develop their overall personality

File Description	Documents
Paste 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
116	21

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

STUDENT CENTRIC METHOD

In this present scenario, student-centric methods such as

experiential learning, participative learning, and problem-solving methodologies play a crucial role in enhancing learning experiences and promoting deeper understanding among students.

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc.

Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods Also, some teachers use power point presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods. Every year We are following the below methods for both B.Ed &M.Ed course

1. Project method
2. Interactive methods
3. ICT Enabled Teaching
4. Student Seminars
5. Group Learning Method
6. Black-board presentation
7. Poster presentation
8. Role play
9. Innovative school visit
10. Problem-Solving Methodologies
11. Online Resources

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

ICT RESOURCES

In our College, teacher educators utilize ICT enabled tools to enhance and facilitate the teaching-learning process.

These tools encompass a wide range of digital resources and

technologies, including computers, tablets, interactive whiteboards, educational software, online platforms, and internet-based resources.

By integrating ICT into their teaching practices, teachers create a more engaging and interactive learning environment.

Multimedia approach captures students' attention and stimulates their interest, leading to improved information retention and understanding. ICT tools also enable teachers to access a vast array of online educational resources, including e-books, articles, research papers, and educational websites. This empowers them to enrich their teaching materials, update content regularly,

The following ICT Tools and e-Resources are used by faculty to aid the teaching-learning process

S.NO

ICT TOOL/RESOURCE

TYPE OF TOOL

1

Projectors

Hardware

2

Printers and Scanners

Hardware

3

MS PowerPoint, Google Slides

Presentation Software

4

Whatsapp

Communication Software

5

MS Word, Google Docs

Word Processing Software

6

Google Drive

Cloud-based Data Storage and Sharing System

7

Google Classroom

Learning Management System

8

Google Meet, Zoom, etc

Online Video Conferencing Software

E-Resources Used

S.NO

E-Resources Used

1

E-journals

2

E-books

3

Educational Content available on websites

4

SWAYAM/ NPTEL Course material

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

12

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

21

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

8

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)	No File Uploaded

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

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

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Unit tests are conducted regularly as per the schedule given in academic calendar..Personal guidance is given to the poor performing the students after their assessment..asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation. For internal assessment, the following mechanisms

are conducted ? Internal Examination Committee. ? Question Paper Setting. SCRUTINY BOARD ? Conduct of Examination ? Result display ? Interaction with students regarding their internal assessment. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased.

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

MECHANISM/EXAMINATION/GRIEVANCES

Our MJCOE has devised an efficient mechanism to deal with examination related grievances is transparent and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the TNTEU university while conducting internals and semester examinations.

The teacher distributes evaluated answer scripts to student teachers, and any clarifications or grievances are addressed by the teacher.. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned.

Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason. Within a time bound the Internal Assessment marks are entered in the University web portal,

At University level: If students have grievances related to evaluation of university answer scripts also rectified by the faculties So maximum chances are given to the students to clear the subject. The entire process is maintained transparent and time bound by the university.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

PROGRAM & COURSE OUTCOME

Michael Job Memorial College of Education is affiliated by TNTEU University, Chennai. So We are following the syllabus was prescribed by the university. It includes POs, PSOs, Cos. B.Ed & M.Ed program outcomes have been displayed on the college website. Every department depending on the program they are offering has stated the programme specific outcome. The program outcomes for every course have been clearly stated. These are available on college website. The course outcome elaborates on the content of the course and the competencies a learner would acquire after successful completion of the course.

1. During the induction program students are made aware about the POs, PSOs and COs which are described and available on the college website.
2. In addition, a hard copy of the same is available with every subject teacher to appraise the students about the expected outcome after completion of the course.
3. While addressing the students, the HODs create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, program/ISO coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

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

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

PROGRAM & COURSE OUTCOME

Michael Job Memorial College of Education is affiliated by TNTEU University, Chennai. So We are following the syllabus was prescribed by the university. It includes POs, PSOs, Cos. B.Ed & M.Ed program outcomes have been displayed on the college website. Every department depending on the program they are offering has stated the programme specific outcome. The program outcomes for every course have been clearly stated. These are available on college website. The course outcome elaborates on the content of the course and the competencies a learner would acquire after successful completion of the course.

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3. While addressing the students, the HODs create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, program/ISO coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

File Description	Documents
Upload any additional information	View File
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

150

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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)

[NO](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

13

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Initiatives for Creation and Transfer of Knowledge

Transfer of Knowledge by conducting events like idea contests, project exhibitions, Encourages the faculty and students to publish research papers, book chapters in reputed journals like web of science related to environment. The Institution provides a active environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involved in the application of Technology for societal needs. Awareness program, workshops, seminars and guest lectures on Entrepreneurship are organized. For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer assisted method, experiment method etc. Observance of world environment day : Environment day has been celebrated every year on 5th June. NSS Coordinator arranged an awareness campaign for environmental protection among

students. In association with the observance of Environment Day which falls on 5th June 2023, students planted tree sapling in our college premises.

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

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

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

2

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)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

3

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

10

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

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

EXTENSION ACTIVITIES

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation ,water conservation. The NCC unit of the college organizes various extension activities as tree plantation, Road safety awareness. Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities

for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, , Plastic eradication.

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

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

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

1

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

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

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

10

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

55

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)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

4

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

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

1

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

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.

Infrastructure

Michael Job Memorial College of Education for Women , Coimbatore has a well developed campus of more than 6 acres. The development and maintenance of infrastructure and learning resources are managed as of NCTE norms. Michael Job Memorial College of Education for Women, Coimbatore has a total no. 16 class rooms with well ventilated , fitted with a sufficient numbers of lights, fans boards and other requirements. The college has well equipped library. The institution also has a ICT lab, language lab, physical education room etc. Which were upgraded based on the curriculum considering NCTE framework. In our campus we have separate class room for both B.Ed & M.Ed class and each pedagogy subjects we have separate class room. Moreover we have separate laboratory facilities ie. Physical science lab, biological science lab, psychology lab, technology lab. For conducting seminar and webinar and other presentation we have separate virtual class room. For conducting special program & Cultural programs we have separate seminar hall. In our campus we have separate sports room for students to play indoor games We have separate computer lab

toutilize both B.Ed and M.Ed students research purpose

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.

INFRASTRUCTURE

Michael Job Memorial College of Education for Women , Coimbatore has a well developed campus of more than 6 acres. The development and maintenance of infrastructure and learning resources are managed as of NCTE norms. Michael Job Memorial College of Education for Women, Coimbatre has a total no. 16 class rooms with well ventilated , fitted with a sufficient numbers of lights, fans boards and other requirements. The college has well equipped library. The institution also has a ICT lab, language lab, physical education room etc. Which were upgraded based on the curriculum considering NCTE framework. In our campus we have separate class room for both B.Ed & M.Ed class and each pedagogy subjects we have separate class room. Moreover we have separate laboratory facilities ie. Physical science lab, biological science lab, psychology lab, technology lab. For conducting seminar and webinar and other presentation we have separate virtual class room. For conducting special program & Cultural programs we have separate seminar hall. In our campus we have separate sports room for students to play indoor games We have separate computer lab tooutilize both B.Ed and M.Ed students research purpose

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.

15

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

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

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

9292176

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)

we have N-List. In futhure For the academic 2024 we are gong to create automated integrated Library management system

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-

C. Any 2 of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)**

41.949

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

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**

60

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**

In our Institution management has provided IT facilities & includes Wi-Fi connection for the benefit of teacher educators .whenever

they need. It is very useful in the following

To develop their skills ,professional development ,develop knowledge ,prepare content,create innovative ideas,follow new strategies,to use innovative methods in teaching learning process. Apart from this it is very useful to the students to present their articles,research proposal,model viva voce exam,seminars by power point presentation method..

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

4.3.2 - Number of Computers

40

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

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

9292176

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)	No File Uploaded

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.

Michael Job Memorial College of Education for Women , Coimbatore has a well developed campus of more than 6 acres. The development and maintenance of infrastructure and learning resources are managed as of NCTE norms. Michael Job Memorial College of Education for Women, Coimbatore has a total no. 16 class rooms with well ventilated , fitted with a sufficient numbers of lights, fans boards and other requirements. The college has well equipped library. The institution also has a ICT lab, language lab, physical education room etc. Which were upgraded based on the curriculum considering NCTE framework. In our campus we have separate class room for both B.Ed & M.Ed class and each pedagogy subjects we have separate class room. Moreover we have separate laboratory facilities ie. Physical science lab, biological science lab, psychology lab, technology lab. For conducting seminar and webinar and other presentation we have separate virtual class room. For conducting special program & Cultural programs we have separate seminar hall. In our campus we have separate sports room for students to play indoor games We have separate computer lab toutilize both B.Ed and M.Ed students research purpose

File Description	Documents
Upload any additional information	View File
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

33

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

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

0

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)	No File Uploaded

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

60

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

90

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

B. Any 3 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

85

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	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

40

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	No File Uploaded

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

10

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

6

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

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)

For the academic year 2023 , two c-r (class representative) or coordinators are selected to run all the cultural ,curricular,sports, literary activities and co curricular

activities of the institutions smoothly. literary activities three trainees are selected as cultural secretary games and sports secretary and literary secretary. The three secretary of three different heads along with the two co-ordinator (selected) of each academic year play an important role in the institutional functioning and contribute for students welfare.

List of students represented on different bodies of the Institution

1. Co- Ordinator 2. In charge Games & Sports 3. Cultural 4. Literary

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

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

7

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

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

Alumni association

Alumni association is formed for the development of college with a minimum amount contributed by the alumni's . We have conducted Alumni Association meeting for the academic 2023 on Feb 03 2024. In this meeting we have decided to create Alumni association green garden . On that day students brought coconut trees to make green garden. The association is working for the benefit of the college with some active members of the association. 1. Beautification of College Garden:- The association always tries to keep the college garden along with the campus clean and beautiful. The garden is filled up by soil and many seasonal flower plants such as marigold, dahlia, petunia, chrysanthemum are planted. A gardener was appointed in the year 2017 (in the month of July) to look after the garden and the campus.

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
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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

MICHAEL JOB MEMORIAL COLLEGE OF EDUCATION FOR WOMEN

Vision

To be an institution that trains teachers who are equipped and empowered to meet the challenges of tomorrow.

MISSION

To establish an institution which has necessary infrastructure, qualified staff and enabling environment that will train the teachers who will endeavor to guide the students to develop

intellectual curiosity, to think logically , to be creative and to live ethically.

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

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

PRACTICES OF DECENTRALIZATION AND PARTICIPATIVE MANAGEMENT

Michael Job Memorial College of Education for Women practices decentralization and participative management. The Institutions follows the Proficient Management approach in managing the Institutions. The Proficient Management aims at implementing the concept of innovativeness in managing the academic and administrative matters. The Institutions 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, and office management. Management and Administration is responsible for quality initiative to promote education to all sections.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

STRATEGIES

Michael Job Memorial College of Education for women organizes and arranges various activities related to many purposes. These activities cover all academic and nonacademic areas of the B.Ed. course and M.Ed Course. College organises two Formative

Examinations and One Model Examination for first and second year. Trainees and M.Ed students also. For conducting these examinations, college appoints two teachers for Examination committee and they arrange every aspect of the examination. Moreover we have three members Examination scrutiny committee to check all the question papers. As based on strategic plan, dates of examination are notified in the academic calendar. These tests and examinations help the trainees to demonstrate what they know. It also helps the teachers to understand the mental capacity of the students and to rectify their shortcomings. After the examinations, feedback mechanism is used by the teachers to discuss trainees' problems in solving the questions of their course. They are provided with suggestions and remarks to improve their problem solving skill. Marks obtained by trainees are recorded in the office. Therefore, one of the best activities implemented by MJCOE.

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

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

POLICIES

Michael Job Memorial College of Education for Women formed different bodies as per the guidelines of NCTE and affiliated university (TNTEU). Accordingly college has formed IQAC, and different committees under IQAC, Anti-raging cell, grievance and redressed cell, which are functioning at college level. College has organised co-scholastic activities for the purpose of development of all round learner personality. All the bodies organised different activities for the effective planning implementation and evaluation of various functions of the college. IQAC meetings are arranged regularly in which strategic planning of the strategic planning of the institution is being discussed. members of the students council take been interest in the planning and implementation of various scholastic and non-scholastic

activities of the college.

As part of administration set up, college have proper work distribution. All the appointments at the college are being done by university rules and regulation. college follow all the service rules and procedures prescribed by the NCTE and affiliating university

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

WELFARE

In our Michael Job Memorial College of Education for Women,staff welfare is given for most importance. In connection with this, existing welfare measure for teaching and non-teaching staff are as follows:- Employees PF as per rules Maternity leave Salary timely credited to bank account of employee. Faculty members are provided proper staffrooms to facilities good ambience. Summer

vacation 15 days .Automation of attendance and leave using biometric system. Canteen Hygienic food In a nutshell, the institution strives hard to keep one staff happy and healthy.

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

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)	No File Uploaded

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

7

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

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

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

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

Report

Michael Job Memorial college of Education for Women follow a regular activity of conducting feedback system. The institution

arranges academic audit by resourceful academician. The performance of all the non teaching and teaching staff is assessed accordingly. Regular meeting is held to intimate the staff about any shortcoming or gap on their part and thereby suggestions are given for the improvisation of the same. Professional contribution to the academic is also assessed through the publication of research papers in Scopus indexed journals as well as books. The teachers engagement in short term courses, performing invigilation duties, contribution to college administration committees, engagement in governing Body etc. Regarding the appraisal of non teaching staff, regular meetings are held to assess their attendance detail. As the employees are given specific responsibilities, annual survey on each activity viz admission, scholarship, registration of students etc. are received. The internal audit proves to be another method to assess the performance of the employees who handle the financial front of the college.

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

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

FINANCE

Our Michael Job Memorial College of Education for Women regularly conducts financial audits . Internal audit is conducted in its financial year by senior members of Governing Body External audit is conducted by a registered C.A. , Verification of all the original documents for payments and receipt, vouchers of cash transactions and cash book is done. The details of all the transaction of the entire financial year is consolidated and maintained by the accountant. Both the external and internal audit are placed in the meeting of the Governing Body and discussion is held regarding the objections if any. The secretary clarified the objections in written form and the meeting then approves the report after discussion.

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

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)

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)	No File Uploaded

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

EFFECTIVE MOBILIZATION

Michael Job Memorial College of Education for Women Governing Body have full authority to take decision for the effective mobilization of funds and taking decision regarding financial status. The funds are allocated to each activity during the preparation of yearly budget. he institutional proposed budget for every month reflects various recurring expenses such as salary, electricity, internet charges, stationary, infrastructure and observation of various festival and other maintenance cost as well as prospective seminars and conferences, FDP. The proposed budget is placed in the Governing Body meeting for approval. The salary for sanctioned and non sanctioned post in both teaching and non-teaching staff is paid as per the approval of the Governing Body.

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

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

IQAC

In Michael job Memorial college of Education has separate IQAC Committee and IQAC coordinator to build and ensure a quality culture at the institutional level. The IQAC is maintaining for academic planning, guidance and counseling also maintaining quality assurance and other activities of the institution. Primary responsibility of the IQAC is to initiate, plan and supervise various activities that are necessary to increase the quality of the educational institution.

IQAC of MJCOE have made numerous attempts to enhance the quality assurance of the institution through various strategies. IQAC organized various workshop, seminars and other educational events were made a part of the institution. The IQAC organized workshop on lesson plan, gender awareness, a training programme on online teaching, a workshops etc for enhancing the quality assurance of the institutions.

File Description	Documents
Paste link for additional information	Nil
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

TEACHING LEARNING PROCESS

1. For the review of Teaching Learning process, the IQAC adopt practices which will provide quality education the students through an effective and meaningful way. This plays an important

role in enhancing the quality education and co-curricular activities of the college. The IQAC reviews the teaching learning process by the following way- 1. IQAC members always ask questions to the students and discusses about the teaching learning process.

2. Collecting feedback from students , staff, alumni etc. to improve teaching learning process. 3. Students feedback of faculty is conducted annually and analysis of the feedback is done and communicated with the faculty by the Governing Body to enhance their teaching learning skills and their relationship with students. 4. IQAC always deputes the faculty to participate in orientation program short term course, seminar, workshop to keep them updated and improved their professional skills. 5. IQAC suggests innovative and smart practices for completion of the curriculum through assignments, remedial classes, collaboration work etc.

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

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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

For the Academic 2023-24 MJCOE measures has been taken for the promotion of gender equality . For keeping this mind IQAC Organized and conducted workshop oh Understanding Gender & Sexual Diversity organized by NIRANGAL on 6th January 2024 .

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

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

E. None of the above

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

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

WASTE MANAGEMENT

Waste management policy of the college - 1. In our campus we have separate dustbins for Biodegradable and Non-biodegradable waste Bio- degradable waste materials used for garden & preparing bio

manure.

Non bio degradable waste materials destroyed by incineration method.

Paper cover page use for assignment purpose of the students.

The one year old newspaper are sold out for recycling

Vegetable and fruit pills are used for the purpose of making organic fertilizer for the growth of the flower and vegetable plants at the college campus. 6. College uses incorrect print out papers for rough works in the office. 7. E-waste management policy is also followed by the college

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

5. Landscaping

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

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

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

D. Any 1 of the above

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

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

A. Any 4 or all 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).

INITIATIVE

For maintaining cleanliness of the MJCOE campus, the college has a support system and supportive staff.

1. And all the members of the college family are aware to keep the campus clean and healthy.

2. For maintaining cleanliness of the college outside, social service programmes are organized by the students of the college.

3. Alumni association of the college maintains the college garden for beautification and green campus.

4. Water closets are equipped with soap, air freshener, and naphthalene balls.

5. The water tank is cleaned frequently approximately in a year.

6. The college campus is a smoking free zone.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Nil

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

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

- 1.YOGA DAY CELEBRATION (21ST JUNE 2023) 7.ORIENTATION PROGRAM 09/11/23 TO 10/11/23
- .2.PLANTING TREE JULY 5TH 2023 8.CHRISTMAS PROGRAM DEC 19TH
- 3.NATIONAL LEVEL WORKSHOP JULY 26 AND 28TH JULY 2023 (INNOVATIVE PEDAGOGICAL STRATEGIES) organized by IQAC
- 4.DRUG AWARENESS PROGRAM 9.PONGAL CELEBRATION 10.FDP EVALUATION STRATEGIES & CLASS ROOM MANAGEMENT SKILLS 5&6 Feb 24
- 5.ONAM CELEBRATION (28TH AUGUST 2023 10.GRADUATION DAY
- 6.TEACHERS DAY CELEBRATION (06/09/2023) 11.ALUMNI MEET 12.FDP CRITICAL & CREATIVE THINKING 5&6 AUG2024
13. B.ED Orientation program 20/8/24 to 28/08/24

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

BEST PRACTICES

1. **TEACHING LEARNING PROCESS:-** Preparation of study materials and ppt slides , uploading the same in the google classroom , hybrid mode of teaching was the only option to provide quality education. All the teachers attend online meetings and workshops on preparation of quality teaching videos. The ICT faculty of the institution trained the teachers on videography and also successful uploading of such videos on Youtube, WhatsApp Etc.

Impact:- The student were greatly benefited by this practice

II. SEMINAR &WEBINAR

All the Faculties attend meetings and workshops ,seminar and webinar through online and off line mode. The Computer Science faculty Mrs.T.Masanipriya has given guidelines to prepare you tube videos and how to upload in google classroom . Moreover she taught about google calendar, Google docs,how to create meeting link

online Exam instructions for both B.Ed and M.Ed students.

III.RESEARCH COLLOGUIUM

Research colloquium class was conducted for M.Ed students. M.Ed Coordinators Mrs.R.Gokilavani & Dr.K.Radhamani conducted online classes like SOP FOR M.Ed IYear students and practicum, model VIVA Voce Exam for M.Ed II Year students

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

7.3 - Institutional Distinctiveness

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

INFRASTRUCTURE

The importance of an infrastructure plays a vital role in building a positive environment for learning. The college therefore felt the need to upgrade some of the infrastructural facilities to continue to carry on its effort to provide quality education. To fulfil this vision the college had to face numerous challenges due to covid -19 pandemic. But amidst those challenges , the college took initiative in upgrading some necessary infrastructural facilities. The classrooms were painted and some changes were made in the desk benches. The toilet and washroom needed some renovation. The playground, garden area, girls common room were also upgraded. The water filter was changed. A renovation work was carried out in the college canteen. The computer laboratory needed some repair work which was also completed.

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

7.3.2 - Plan of action for the next academic year

1. Motivate B.Ed & M.Ed students to complete online course
2. Conduct more seminars and webinars
3. Make Alumni garden
4. Alumni meet
5. Conduct Research colloquium
6. AISHE
7. Important day celebration
8. Orientation Program
9. FDP