

YEARLY STATUS REPORT - 2020-2021

Part A			
Data of the Institution			
1.Name of the Institution	MAZHARUL ULOOM COLLEGE, AMBUR		
Name of the Head of the institution	Dr. K.H. KALEEMULLAH		
• Designation	PRINCIPAL (IN-CHARGE)		
• Does the institution function from its own campus?	Yes		
Phone no./Alternate phone no.	04174242644		
Mobile no	9952189295		
Registered e-mail	principalmuc@gmail.com		
Alternate e-mail	principal@mucollege.ac.in		
• Address	MAZHARUL ULOOM COLLEGE, REDDY THOUPPU, AMBUR. TIRUPATTUR DISTRICT.		
• City/Town	TOWN		
• State/UT	TAMIL NADU		
• Pin Code	635802		
2.Institutional status			
Affiliated /Constituent	AFFILIATED		
Type of Institution	Men		
• Location	Semi-Urban		

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• Financial Status	Grants-in aid
Name of the Affiliating University	THIRUVALLUVAR UNIVERSITY, VELLORE
Name of the IQAC Coordinator	Dr. A. SHAFEE AHMED KHAN
Phone No.	04174242644
Alternate phone No.	04174242644
• Mobile	9994617857
• IQAC e-mail address	iqacmuc16@gmail.com
Alternate Email address	iqac@mucollege.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mucollege.ac.in/downloads/1903211620478383.pd
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mucollege.ac.in/downloads/0904221100098554.pd
5.Accreditation Details	

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.20	2007	31/03/2007	30/03/2012
Cycle 2	В	2.60	2016	29/03/2016	28/03/2021

6.Date of Establishment of IQAC 22/07/2007

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	-	NIL	NIL

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

Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	10
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)

- 1. Internal and External Academic and Administrative audit were conducted. Plan of Action was charted out for the next academic year based on the audit.
- 2. Two Newsletters were published in this academic year as a benchmark to develop the quality of the institution.
- 3. Organized Five Short Term Courses: 1. Corporate Economics "How to Earn Income from Home".2. PG & Research Department of Mathematics "Mathematics for Competitive Examinations".3. Department of Computer Science and Computer Applications "Machine Learning for Data Science using Python"4. PG & Research Department of Commerce "Business Opportunities and Idea's for creating start-ups"5. Department of Business Administration "Communication Skill and Interview Etiquettes.
- 4. Initiatives have been taken by the IQAC to conduct more career related programs
- 5. a) Women empowerment program was conducted. b) Initiatives have been taken to admit Women candidates in the PG Courses for that Management has agreed to admit Women candidate in PG courses from the academic year 2021-22.

- 6. Successfully conducted Online Classes for all six hours during the pandemic time using google meet and zoom platforms.
- 7. 1500 Saplings were planted in the College Campus by the Alumni Association as an initiative to keep the college campus green.
- 8. Conducted Online Remedial Classes for III Year Students who have arrears in English, I,II,III & IV Papers. The result outcome is 100%.
- 9. Conducted International, National and State Level Seminars, Webinars and Guest Lectures
- 10. Feedback from all students for all subjects, alumni, employers, parents and teachers were collected and analyzed and action taken report is available in college website
- 11. Advance Learners are trained to appear for UPSC and other government services recruitment Examinations.
- 12. Two MOU's were signed in this academic year.

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
Encourage the Departments to conduct Short Term Certificate Course	5 Departments conducted: 1. Department of Corporate Economics - "How to Earn Income from Home" 2. PG & Research Department of Mathematics - "Mathematics for Competitive Examinations".3. Department of Computer Science and Computer Applications - "Machine Learning for Data Science using Phython"4. PG & Research Department of Commerce - "Business Opportunities and Idea's for creating start-ups"5. Department of Business Administration - "Communication Skill and Interview Etiquettes
Plantation of Saplings in the campus	1500 Saplings were planted in the College Ground by the Alumni
Online Feedback Analysis (Successfully Analyzed for the

Students, Teachers, Alumni, Parents, Employers)	Academic Year 2020-2021 and the action taken report is available in the website.
College Official Email Ids Created for Staff and Students	All Staff and Students were given official E-mail ids
Memorandum of Understanding	2 MOUs were signed
IT infrastructure for academic purpose	Projector with Wifi Facility were provided in the campus for staff and students
Remedial Classes	Department of English conducted Online Remedial Classes for III Year Students who have arrears in English, I,II,III & IV Papers. The result outcome is 100%
Coaching Classes for the Competitive and Government Service Examinations	Online Coaching Classes were conducted
Encourage the departments to maintain Alumni Registers	All Departments maintained Alumni register.
Parents Teachers Associations (PTA)	Active and conducted 4 meetings.
Webinars, Guest lectures and Workshops for staff and students to be conducted	12 (webinars, guest lectures and workshops) conducted - 1. One Day National Urdu Webinar was organized by the Department of Urdu, 2. One day Virtual Workshop on "English for Career" organized by the English Association, 3. Economics Association organized the special webinar on "Impact of Covid-19 on Indian Economy", 4. Department of Computer Science and Computer Applications Associations organized One Day Virtual Workshop on Artificial Intelligence Bots, 5. Corporate Secretaryship Association organized One Day Webinar on "Digital Marketing", 6. PG and

Forum conducted One day Virginian International Workshop on Sk Needed in the Digital World IQAC organized 2 Seminars Reaccreditation Process of N and 1 workshop on Research P Writing and 1 Workshop on I Alumni fund to be generated and spent on projects Tree Plantation project of a Amount 15,000/- was taken for the Alumni Association of college	Paper PR. n of rom
Students are encouraged to go Students initialized the lib the library in the free hours.	_
More Research work in the campus Students and Staff were encouraged to publish research papers. 3 staff have applied research guideships from Thiruvalluvar University Vellore.	for
Two Semesterwise Newsletters Two Newsletters were publis are are available in the Website.	
13.Whether the AQAR was placed before statutory body?	

• Name of the statutory body

Name	Date of meeting(s)
IQAC, Management	21/12/2021

14. Whether institutional data submitted to AISHE

	T		
Year	Date of Submiss	sion	
2020-2021		29/12/2021	
Extended	d Profile		
1.Programme			
1.1		25	
Number of courses offered by the institution across all programs during the year			
File Description	Documents		
Data Template		<u>View File</u>	
2.Student			
2.1		903	
Number of students during the year			
File Description	Documents		
Institutional Data in Prescribed Format View File		<u>View File</u>	
2.2		275	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year			
File Description	Documents		
Data Template		<u>View File</u>	
2.3		308	
Number of outgoing/ final year students during the	year		
File Description	Documents		
Data Template		<u>View File</u>	
3.Academic			
3.1		47	
Number of full time teachers during the year			

File Description	Documents	
Data Template		View File
3.2		70
Number of sanctioned posts during the year		
File Description	Documents	
Data Template		View File

4.Institution	
4.1	22
Total number of Classrooms and Seminar halls	
4.2	21.01430
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	136
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution has an effective mechanism for well-planned curriculum and documentation. The institution has three-fold mechanism for curriculum completion.

College/ Institution level

To execute the curriculum completion in time, the college prepares an Academic calendar very meticulously and uploads it on the website. This is an effective mechanism which sets the goal of curriculum completion in the teaching and learning system.

2. Department Level

The departmental timetable is prepared and the care is taken to see

to it that it is getting executed properly. The workload is distributed to the staff-members. The care is taken to complete the curriculum in a stipulated time. The head of the department takes review of the departmental activities from time to time. The departments analyze the results at the end of the examinations to gauge the learning outcomes of the students.

3. Individual level

The implementation of curriculum is smoothly administered by teachers. Every teacher follows individual time- table. Class-wise, course-wise and number of lecture wise teaching plan is prepared by the individual teacher. Teachers complete the curriculum within the stipulated time. Every teacher enjoys the freedom to follow any innovative idea of teaching they wish.

Details are given in the link

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://www.mucollege.ac.in/download/downloads/2204221125242102.pdf

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

Being an affiliated college of the Thiruvalluvar University, Vellore, Our College follows the Academic Calendar issued by the University at the beginning of the academic year. It clearly delineates a schedule for teaching, examination, semester break and vacations, that is strictly followed by the college to ensure smooth and efficient functioning of its teaching and administrative processes. Within the same framework, the college also prepares its own calendar of events and activities before the commencement of the Academic Session and the same is communicated to all. For transparency of functioning, the college academic calendar is placed on the college website. All the aforementioned information is reinforced during the collegiate and departmental orientation of new students at the beginning of academic session. The Principal also conducts meetings with the HODs, faculty from individual Departments, and entire Staff including non-teaching to ensure

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smooth implementation of the activities as scheduled. For the purpose of conducting Continuous Internal Evaluation, teachers prepare their schedule of teaching, class tests and assignments in accordance with their allotted time table keeping the academic calendar and planned co-curricular activities of the college in mind.

The detials are given in the uploaded file.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://www.mucollege.ac.in/download/do

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<u>View File</u>
Any additional information	<u>View File</u>

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

20

File Description	Documents
Any additional information	<u>View File</u>
Minutes of relevant Academic Council/ BOS meetings	<u>View File</u>
Institutional data in prescribed format (Data Template)	<u>View File</u>

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)

5

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

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

261

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

1.3 - Curriculum Enrichment

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

Moral Values, Human Values & Professional Ethics

One Week Induction programme related to values and ethics is an integral part of the curriculum of the first year.

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Gender Sensitization

The college has Women Grievance Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security.

Ecosystem and Ecology

The "Environment Studies" related to ecosystem, its balance & sustainability is an integral part of the curriculum of the first year of our students. The Univeristy prescribesthe syllabus and conducts examinations.

Value Education is also in the syllabus and is taught to first year students.

The College has an integrated rain water harvesting System. There is an extensive ongoing tree plantation program.

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

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

3

File Description	Documents
Any additional information	<u>View File</u>
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<u>View File</u>
MoU's with relevant organizations for these courses, if any	<u>View File</u>
Institutional Data in Prescribed Format	<u>View File</u>

${\bf 1.3.3 - Number\ of\ students\ undertaking\ project\ work/field\ work/\ internships}$

89

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.mucollege.ac.in/iqac/stakeholder _feedback_analysis_atr/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

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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	<u>View File</u>
URL for feedback report	https://www.mucollege.ac.in/iqac/stakeholder _feedback_analysis_atr/

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

277

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

277

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

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:

The departments monitor and mentor the slow learners.

Corrected assignments and answer scripts are shared with each student and discussed to enable students recognize their problematic areas.

Advanced learners are identified as follows:

Based on the marks obtained in in Continuous Internal Assessment tests and Semester Examinations. Based on mentors feedback, aAdvanced learners are encouraged to develop leadership qualities by giving some responsibilities relating to the subjects and to help slow learners. Prizes are awarded to the Toppers and University Rank holders.

Advanced learnersare included as members of various associations like Seethakathi Tamil Ilakiya Mandram, Bazme Adab - e- Urdu, Planning Forum, and all department associations. Training and Placement Cell also provides training in interview skills and communication skills. Functional Use of English, Personality Development programs are organised to enhance employability of the students. Online resources are made available to strengthen the knowledge-base. Advanced learners are encouraged to participate and present papersin seminars, conferences and workshops to gain knowledge. The Faculty takes keen interest while ordering books for the Central library and ascertains that the library collection of books caters to the needs of both slow and advanced learners.

They also help slow learners through peer learning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

Number of Students	Number of Teachers
903	47

File Description	Documents
Any additional information	<u>View File</u>

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 methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences. Our College provides an effective platform for students to develop skills to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

- 1. Experiential Learning: Conducted Certificate Programs (Tally Programe) to support students in their experiential learning.
- 2. Participatory Learning: In this type of learning, students participate in various activities such as Seminars/Webinars/Workshops and experts from NSE/BSE/Institute of Company Secretaryship to develop their expertise. Students are encouraged to participate in activities where they can use their specialized technical or management skills. Quizzes are organized for student participation at intra and inter college level. Seminars to develop technical skills while presenting papers.
- 3. Problem-solving methods: Departments encourage students to acquire and develop problem-solving skills. The College organizes expert lectures on various topics, and motivate the students to join Certificate courses and participate in various inter, intra-college competitions such as: Quizzes, Group Discussion, presentations, debates, and so on.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	https://www.mucollege.ac.in/download/downloads/0104221120483381.docx

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

Google classroom is used to share the course content - learning material for both theory and laboratory, submission of assignments and test papers, etc.

To teach mathematical subjects and conceptual subjects in online mode, teachers use various online tools like- Jamboard in Google meet, etc.

Virtual labs are used to conduct labs.

Lab manuals are shared to students well in advance before the experiment is performed.

Animated PPTs are prepared to improve the effectiveness of the teaching-learning process.

Online quiz were conducted through GOOGLE FORMS.

Video lectures are uploaded in the YouTube for future referencing.

File Description	Documents
Upload any additional information	<u>View File</u>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View File</u>

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

27

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

2.4 - Teacher Profile and Quality

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

47

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

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

15

File Description	Documents
Any additional information	<u>View File</u>
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)	<u>View File</u>

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

47

File Description	Documents
Any additional information	<u>View File</u>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

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.

Distribution of Marks Internal - UG/PG Theory

- Assignment-1 (First 2 Units) for 10 marks. Test-1 (First 2 Units) for 50 marks.
- Assignment-2 (3rd and 4th Units) for 10 marks. Test-2 (First 4 Units) for 50 marks.
- Assignment-3 (5th Unit) for 10 marks. Test-3 (Entire Syllabus) for 100 marks.
- Total Marks 30 for assignment and 200 for test.
- Assignment marks to be converted to 5 and Test marks to be converted to 20.
- Total marks for CIA test is 25.

Distribution of Marks Internal - UG/PG Practical

- Maintenance of the Observation note book-1 (Upto the end of I-Semester) for 10 marks.
- Test-1 UG/PG (Up to the end of I-Semester) for 25/50 marks
- Maintenance of the Observation note book-2 (Upto the end of II-Semester) for 10 marks.
- Test-2 UG/PG (Upto the end of II-Semester) for 25/50 marks.
- Completion of the Record note book for 10 marks.
- Test-3 UG/PG (Entire Syllabus) for 25/50 marks.
- Total Marks for observation note book 30 & 75/150 for UG/PG test.
- Observation maintenance Marks to be converted to 10 & test marks for UG/PG to be converted 15/30.
- Total marks for UG/PG CIA 25/40.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	
	https://www.mucollege.ac.in/download/downloa
	ds/0104221121078828.docx

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

Our institution has established a time bound mechanism for Examination and Evaluation.

There is an Examination Cell working on examination related issues concerning both internal and external examinations.

One senior faculty member is in charge for the Examination Cell.

Conduction of internal examination is done by the examination cell and its coordinator coordinates with HODs for internal Exam like preparation of question paper and evaluation dead line.

Our institution follows the University policy. The entire mechanism to deal with examination related grievances is time bound as per University rule and regulations

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	
	https://www.mucollege.ac.in/download/downloa
	<u>ds/0104221121237496.docx</u>

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.

The College offers 5 UG courses in Shift I & 7 UG courses in Shift II, 4 courses in PG, 4 M.Phil courses (FT and PT) and 5 courses in Ph.D.(PT) from across the disciplines of Arts & Science.

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1
B.A (CE)
2
B.Sc(Mathematics)
3
B.Sc (CS)
4
B.COM (CS)
5
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6
B.A (E)
7
BBA
8
BCA
9
B.Sc (CS) - Shift II
10
B.Com (CA)
11
B.Sc (ISM)
12
B.Sc. (Microbiology)
13
M.A English
14
M.Sc. Mathematics
15
M.COM
16
M.Sc (IT)
17
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M.Phil English 18 M.Phil Commerce 19 M.Phil Mathematics 20 M.Phil Computer Science 21 Ph.D. English 22 Ph.D. Mathematics 23 Ph.D. Commerce 24 Ph.D. Urdu 25 Ph.D. Economics

Thiruvalluvar University has implemented the Choice Based Credit System. The Choice Based Credit System gives an opportunity for the students to choose courses consisting of core, elective & skill based courses. The Syllabus is updated time to time by the University as per the requirement of the current market scenario. The students get the required skills for existing job environment. They get an opportunity to develop their potentials, credentials and competitive edge.

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File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	http://www.tvu.edu.in/links/regulations-and-syllabus/
Upload COs for all Programmes (exemplars from Glossary)	<u>View File</u>

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

Our College is affiliated to Thiruvalluvar University, Vellore, Tamil Nadu. The curriculum prescribed by the University is followed for all the courses.

Direct Method:

Continuous Internal Assessment and End Semester Examination marks are taken into consideration to measure CO's. The CIA evaluation includes marks of 3 CIA tests & Assignments for UG ,PG and M.Phil Programmes .To measure the attainment level of CO 75% weightage is given to End Semester Examination and 25% weightage is given to CIA marks.

Level of Attainment:

All the CO's are interlinked with PO and PSO and the correlation levels are entered in PO/PSO/CO matrix to obtain PO attainment values as per Thiruvalluvar University. The programme and course outcomes is available in the below link:

http://www.tvu.edu.in/links/regulations-and-syllabus/

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	http://www.tvu.edu.in/links/regulations-and-syllabus/

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

308

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	http://www.mucollege.ac.in/download/download s/2712211505004808.pdf

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)

http://www.mucollege.ac.in/download/downloads/2712211508461674.pdf

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)

Rs. 0.5

File Description	Documents
Any additional information	<u>View File</u>
e-copies of the grant award letters for sponsored research projects /endowments	<u>View File</u>
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

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

3.1.2.1 - Number of teachers recognized as research guides

6

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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)	<u>View File</u>
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

Entrepreneurship development Cell of our College organised Online Entrepreneurship orientation programme on 11th October 2020 to create awareness among the students to know the importance of entrepreneurship and small scale industries. The programme also highlighted various business start- up ideas, required skills for the novice entrepreneurs and government schemes available for the start up entrepreneurs. With this introduction and to continue and inculcate the value of entrepreneurship, PG and Research Department of organised an Online short term course on "Business opportunities and Ideas for creating start Up" from 17th May 2021 to 22.05.2021. The syllabus of course included SWOT analysis on market assessment, financing and marketing policies, business plan formulation and steps in preparing preliminary report. Apart from the syllabus, to have a practical knowledge, three alumnae entrepreneurs were invited to share their experience in starting their own ventures and scaling up of their business. Further, IQAC organised One day virtual workshop on Intellectual property rights on 22.05.2021r to create

awareness about applying trademark, patent and copyrights.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://www.mucollege.ac.in/events/20201011/ entrepreneurship orientation programme/ http s://www.mucollege.ac.in/events/20210517/onli ne short term certificate course on business opportunities and ideas for creating startu ps/

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

4

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

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

2

File Description	Documents
URL to the research page on HEI website	https://www.mucollege.ac.in/accreditation/research_policy/
List of PhD scholars and their details like name of the guide, title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>

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

10

File Description	Documents
Any additional information	<u>View File</u>
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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

7

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

3.4 - 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

The NSS of our college renders a unique social service platform for the student volunteers. The active involvement of the volunteers in every field and prospect is the call of the NSS. The NSS caters to the following activities:

- 1. Participation and rendering active service in current requirements of the public:
- 1. Data Entry operators for Aadhar card corrections and application of Voters' id cards for uneducated mass.
- 2. Corona Prevention Guards during elections
- 3. Volunteers for Corona Vaccination Registration of general public.
- 4. During Pandemic supplied vegetables and groceries at door step.
- 5. Collecting funds and relief items during natural disaster.
- 1. Carrying out rallies to create Road Safety Awareness, Voters' Awareness, Water Conservation awareness etc
- 2. Participation in Essay and speech competitions to create awareness among the fellow students.
- 3. Tree plantation and Campus Cleaning Activities.
- 4. Active Blood Donation camps and Awareness campaigns.
- 5. Taking pledges against social evils like corruption, evils and crime against women, drug addiction, population explosion.
- 6. Practicing Yoga and fitness.
- 7. Carrying out Outreach programmes in local areas to create awareness among the public by adopting a village or two.
- 8. Fund raising for Flag Day and Communal Harmony.

Pledge taking for integrity and to vote as a law- abiding citizen.

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/events
Upload any additional information	<u>View File</u>

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

2

File Description	Documents
Any additional information	<u>View File</u>
Number of awards for extension activities in last 5 year (Data Template)	<u>View File</u>
e-copy of the award letters	<u>View File</u>

- 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

18

File Description	Documents
Reports of the event organized	<u>View File</u>
Any additional information	<u>View File</u>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

- 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

1499

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	<u>View File</u>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

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

12

File Description	Documents
e-copies of related Document	<u>View File</u>
Any additional information	<u>View File</u>
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

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

2

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

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.

The campusis situated on its own grounds of 20.5 acres with all required infrastructural facilities and learning resources. We have eco-friendly and artistically landscaped buildings comprising Administrative Blocks, Academic Blocks, Library, Auditorium and Support service buildings.

The Administrative block comprises Principal's office, Vice-Principal's office, Office of the Examination centre, conference hall, college office.

The Academic block consists of 22 class rooms among which 19 class rooms with Wi-Fi facilities,5 class rooms with LCD facilities,2 Smart class rooms. College has one air conditioned seminar hall with ICT facility. Department wise staff rooms, 4 laboratories comprises of 2 Computer labs,1 Microbiology labs and one Language Lab; An auditorium with ICT facility for conducting Seminars workshops, competitions and other academic related functions. An open Auditorium is constructed for conducting cultural event etc. Water coolers with RO water are provided in the college campus.

The artistically landscaped Central library of the college is built in spacious enough to accommodate more than 30,000 books, 6000 above Reference books and also e- books and e-journals through NLIST.

Separate rooms with office are provided to the extension activities.

IQAC room, canteen, physical Education DepartmenandGym and a warehouse are available.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://www.mucollege.ac.in/facilities/physical_education/

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

Our College students have practiced Badminton, Volleyball and Cricket in our College ground to improve their sport performance along with the team players to achieve better performance in forth coming tournaments. Few students also practiced Table Tennis in Indoor. Some of our students also practiced treadmill and weight training in gym. They practiced weight training in ground to improve their strength and fitness.

All the players were advised to follow COVID-19 Standard Operating Procedure from time to time. All the games were practiced only under

the supervision of Director of Physical Education and Assistant. This sports practice has improved the fitness, strength and endurance of the students. As per the Government due to COVID-19 SOP, no gatherings of students for cultural activities are allowed.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://www.mucollege.ac.in/facilities/physical_education/

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

22

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://www.mucollege.ac.in/support_services /ict_enabled_tools/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

0.39093

File Description	Documents
Upload any additional information	<u>View File</u>
Upload audited utilization statements	<u>View File</u>
Upload Details of budget allocation, excluding salary during the year (Data Template	<u>View File</u>

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4.2 - Library as a Learning Resource

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

· Name of ILMS software

KOHA

Nature of automation (fully or partially)

Partially automated

- · Version 18.06
- · Year of Automation 2017

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

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

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

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

0.48804

File Description	Documents
Any additional information	<u>View File</u>
Audited statements of accounts	<u>View File</u>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

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

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

84

File Description	Documents
Any additional information	<u>View File</u>
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

Mazharul Uloom College, Ambur believes in student's enrichment through abiding new skills and self growth which make them self-dependent, competitive. Hence, it frequency updates IT facilities in the campus. Every college allocates, in its budgets, a considerable sum of money for acquiring and developing IT infrastructure facilities.

The college has 153computers for both academic and administrative activities and it has high speed internet facility. Moreover, The college provides high speed WiFi facilities across the campus. The college allocates considerable fund for purchasing computers and upgrading IT facilities each year.

For safety and security of the students and faculty members, college has installed 16 CCTV Camera's across the campus for surveillance.

The college library is well equipped with various facilities such as INFLIBNET service etc. There is a UGC-Sponsored resource center located in library for staff and students support.

The college has smart class room facilities for the benefit of the

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students.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	Nil

4.3.2 - Number of Computers

153

File Description	Documents
Upload any additional information	<u>View File</u>
List of Computers	<u>View File</u>

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

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

4.4 - Maintenance of Campus Infrastructure

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

3.92492

File Description	Documents
Upload any additional information	<u>View File</u>
Audited statements of accounts	<u>View File</u>
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.

The college adheres to thethe procedures and policies for maintaining and utilizing physical, academic and support facilities of the college.

All classrooms, staff rooms, laboratory, library, administrative office, conference hall, common rooms are cleaned and sanitized daily by a team of members of workers which include sweepers and scavenger and women supervised by an administrative office staff.

The electrical fittings such as lights, fans and switches etc are checked and are replaced immediately.

The plumbing work is also monitored regularly and repaired items are replaced immediately to ensure un interrupted supply of water .

Laboratory: Safety measures such as fire extinguishers, evacuation and control, First aid kits, safety cloves with SOP have been managed periodically.

Maintenance of computers in the campus has been managed regularly and in case of major repair work and replacement of equipment are attended by expert from outside.

Sports items are refurbished and new equipment are purchased accordingly. Cutting and cleaning and maintenance of play grounds are taken care .First aid kits are also available.

Water coolers with RO water are provided all time. Generator facility is available.

16CCTV cameras are installed in the college campus for safety.

The detailes are given in the link.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://www.mucollege.ac.in/download/downloads/1005221106551417.docx

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

307

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
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)	<u>View File</u>

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

-	
- 1	u

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://www.mucollege.ac.in/download/download/download/3012211109128930.pdf
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

351

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

351

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

5.1.5 - The Institution has a transparent

C. Any 2 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>

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

13

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

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

8

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

- 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

8

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

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.

n		
()		

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

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

The Representation of Students in the institution is to its maximum extent. The College has a College Union and its Affiliated Associations which have student representatives from various departments. The students represent at academic levels when the various association conduct seminars symposiums, workshops or conferences. The Association conducts various programs based on the academic requirements of the students where the students participate. The students continue as the alumni of the college after their graduation.

The students also contribute theirservices in social welfare and health awareness by working as NCC,NSS, YRC,RRC, Enviro club volunteers where they organize blood donation camps, health awareness programs, Health and hygiene awareness rallies, Medical Camps, Eye-care Camps, Collection of relief materials rallies to contributes towards disaster prone places in the country, adopting nearby village for the betterment of the villagers.

The students also participate in various inter-collegiate competitions at academic level. The participation is in the form of paper presentation as a competitor at Quiz or debates.

Representation of students at the end physical fitness front also is at themaximum where the students participate in various games, marathons from inter-collegiate level to National level. Many sports enthusiast have brought may laurel to institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

1

File Description	Documents
Report of the event	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

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

Our students occupy coveted position at the global level as member of industry, academic and government organization. Most of the faculty members and non-teaching staff of our college are our alumni; and many of our alumni were well placed in and around colleges as teaching faculties and heads of the departments. Most of our alumni of Computer Science occupying good position in IT industries as programmers, system analysts, Web designers, System Administration etc. Many of alumni become renowned lawyers, member of legislative assembly, Minsters and Chairpersons of municipality, revenue and police departments etc.

Our College Alumni Association is active with need based different activities from time to time. Alumnus of our College contribute for the development of our college based on their capacities; outgoing

alumnus is paying the alumnus fees regularly.

During this year three of our alumnus has donated the books for the Central Library for the benefit of college students, and our College Alumni Association has planted the trees along the both side of the road from Main Gate to the Administrative Building of the College.

Alumni Association of our College is not yet registered; it is inprocess with other legal formalities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<u>View File</u>

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

The institution works meticulously towards the advancement, welfare and growth of every individual, in turn aiming at the upliftment of the society and community. The management provides equal opportunities to all the stakeholders to contribute towards paving path in the realization of the set objectives and goals of the institution.

The caravan of the AMESis on the march transforming the society to take up to modern education for their future betterment and make our country India stronger.

https://www.mucollege.ac.in/about_us/about_mu_college/

https://www.mucollege.ac.in/about_us/history_of_ames/

The Vision and Mission of the institution:

- To bring out the hidden Potentials of individuals through comprehensive higher learning
- To open the doors of opportunities through updating and modernizing course content.
- To provide secular education in conformity with global needs.

The student community and the faculty are encouraged towards self-advancement.

The college conducts awareness campaigns, personality development and service oriented programs to instill leadership qualities, human values, team spirit and a holistic enrichment of the minds of the students.

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/about_us/about_m u_college/
Upload any additional information	<u>View File</u>

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

Decentralization is seen as a means of improving the efficiency of education system and the quality educational services. At various levels the college grooms the leadership.

- 1. At the Academic Level. The Secretary Correspondent, Principal, Prof. In-charges, IQAC- Coordinator, Heads of the departments, IQAC Members, Mentors, Teaching Staff, Office Superintendent, Non-Teaching Staff, Supporting Staff, Students Union, Student Representatives, Stakeholders, Alumni and various committees jointly empowered to propose, design, formulate and execute the plans related to examinations, discipline, grievances, support services, organizing various functions etc. within the framework of the governance.
- 2. At the Administrative level, President of AMES, Hon'y General Secretary of AMES, Secretary Correspondent of the College, College

Committee Members, Principal Ex-officio Member jointly take the decisions regarding admissions of students, bringing new courses in the institutions, developing infrastructure facilities and construction of new buildings etc. to the run the institution successfully.

3. The College respects in decentralization and participative management. A number of independent committees are framed to explore the possibilities for the development and deployment of strategies. Their recommendations are efficiently implemented. The committees facilitate the effective leadership functioning of the college, leading to development.

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/download/downloads/1005221217189803.docx
Upload any additional information	<u>View File</u>

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/perspective plan is effectively deployed

The Strategy/ perspective plans are framed by the IQAC. The further follow up is as under:

E-Learning Initiatives for faculty and Students:

The college provides the students with easy access to links for MOOC, Swayam, e-resources and e-contents.

The faculty members have also prepared e-contents in the form of video-lectures, e-content, question banks, reference e-books and links for related lectures and career scopes videos uploaded in the college website.

Blended Classroom has been made a new platform for upgraded and innovative way of teaching since the Pandemic Crisis of COVID19. Online teaching using the Google and Zoom platforms has served the need of the hour. Assignments and tests were conducted online on the above initiative.

https://www.mucollege.ac.in/page/useful_links/

https://www.mucollege.ac.in/support_services/ict_elearning_initiatives/

Online Access to Students' Results:

https://www.mucollege.ac.in/page/results/

Formation and functioning of the Entrepreneurial Development Cell:

The cell has planned to initiate an Herbal Garden in collaboration with the Enviro Club of the college to utilize the produce in marketing and village out-reaches programs under different support services.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.mucollege.ac.in/page/useful_link_s/
Upload any additional information	No File Uploaded

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

The College adopts the UGC prescribed guidelines for appointing its faculty. It also abides by the guidelines of government and other regulatory bodies. Every new policy of the Government and Other Statutory Authorities are implemented. Whenever any regular vacancy is sanctioned by the Tamil Nadu State Government, an advertisement is given in the National and Regional News Papers inviting applications from the qualified persons. The eligible candidates are called for interview and the selection is made only on the basis of merit and presentation. The other formalities such as Genuineness Certificates, Qualification Approval from the University and the Permission from the Joint Director of Collegiate Education etc., are followed as per guidelines. Once an employee completes the probationary period of two years, as per the norms, they are given confirmation as Permanent Employees. Employees' Promotion, Earned Leave, Medical Leave, On Other Duty, Leave on Private Affairs, etc.,

are all provided on the basis of the Service Rules of Tamil Nadu Government.

https://www.mucollege.ac.in/about_us/about_mu_college/

https://www.mucollege.ac.in/courses/day_college_shift_i/

https://www.mucollege.ac.in/courses/evening_college_shift_ii/

https://www.mucollege.ac.in/download/downloads/1304221520333092.pdf

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/courses/evening_college_shift_ii/
Link to Organogram of the institution webpage	https://www.mucollege.ac.in/about_us/organog_ram/
Upload any additional information	<u>View File</u>

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

E. None of the above

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

6.3 - Faculty Empowerment Strategies

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

Interest Free Loans

The college provides Interest Free Loans to both Teaching and Non

Teaching Staff for personal purposes, arrangement with banks for vehicle loans, home loans etc. especially to the Management Staff Members. Any emergency need for loan is addressed by the College by sanctioning them Interest Free Loan which is repayable in EMIs.

Farewell Functions

The College organises Felicitation Functions to the retiring staff members both teaching and non teaching in recognition of their long and dedicated service. They are honoured and presented with mementos and gifts by the management.

Family Medical Card

Family Medical Card for the benefit of the staff and their family members helps in getting medical treatment free of cost or in affordable rates.

Financial Support

The College provides financial support to its teaching staff members, irrespective of whether they are aided or unaided, to attend Seminars, Workshops, Conferences, etc.

Festival Ex gratia

The staff members are eligible for Festival ex gratia.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

2

File Description	Documents
Upload any additional information	<u>View File</u>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

- 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

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<u>View File</u>
Reports of Academic Staff College or similar centers	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

- 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

4	^

File Description	Documents
IQAC report summary	<u>View File</u>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

Response:

- A clear communication of the Institution's vision in every action and decision.
- Regular informal meetings with members of the staff to understand their comfort levels.
- Trust the staff, tap their strengths and understand their weaknesses.
- Address the staff's problems directly without following any bureaucratic methods.
- Encourage the staff for voluntary participation in every program organized by the College.
- Pick the smart people and allow them to have their own area of expertise.
- Obtain feedbacks from students and staff for performance analysis.

Convince the importance of quality bench mark in teaching and research.

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/iqac/stakeholder feedback_analysis_atr/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

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internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Both internal as well as external financial audit is carried out every year. Since the external financial audit is mandatory it is conducted by the JD office, Vellore as per their schedule. It gets delayed sometimes. Our college duly carries out internal financial audit regularly.

The internal financial audit for everyyear is conducted by the auditor appointed by the management to scrutinise the financial transactions and review them periodically.

The budget proposals submitted by the departments, associations and support services are approved by the secretary and correspondent through the principal by the Department Head. On approval the sanctioned amount is spent and the expenditure incurred is submitted in the form of vouchers, original bills to the administration department for perusal. This internal audit procedure is carried out for all academic and non-academic departments according to the nature andthe requirement.

External Audit:

College is dependent on the JD office for the External Audit every year. So we wrote a letter to the JD office to conduct the external audit for AY 2020-2021, which they will conduct soon and the same will be uploaded in the college website as soon as we receive the audit report. The letter is attached.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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)

1.1

File Description	Documents
Annual statements of accounts	<u>View File</u>
Any additional information	<u>View File</u>
Details of Funds / Grants received from of the non- government bodies, individuals, Philanthropers during the year (Data Template)	<u>View File</u>

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

The salary of self-financing staff is met from the fees collectingfrom the students of self-financing courses.

Students are supported by arranging various scholarships from the State and Central Governments such as BC/SC/ST/Minority/Post-Matric Scholarships.

Contribution by the Management:

- 1. The Ambur Muslim Educational Society makes provisions to appoint and pay salary to management employees in vacant approved posts till the post is recruited.
- 2. A sum of Rs. 14093/- wasspent by the Management towards Infrastructure, Academic Facilities, Physical Facilities etc.

Scholarship from NGOs, Trust etc.

The College extends its platform to mobilise funds for scholarship from various local NGOs such as, Ambur Fashion Industry, Habeebur rahman & Sons Gudiyatham, Ambur Islamic Welfare Association Ambur, Jalal Haji Abdulkareem trust Ambur, NMH Company Ambur, NMZ trust Chennai etc., Thel amount receivedwas Rs.110015/-.

Alumni Contribution

College sources its funds for some of its infrastructure facilities from alumni. During 2020-21 this fund utilized for Road Side Plantation in the College.Principal and the College Committee are responsible for the utilisation of funds. Being a Government Aided Institution, all Accounts are audited annually by the Office of the

Joint Director and once in three years by the Office of the Accountant General.

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/download/downloads/1005221218238898.docx
Upload any additional information	<u>View File</u>

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
- 1. IQAC conducts 7 days FDP for juniors teachers who have less than 10 years of experience to develop their teachig skills as quality enhancement initiative of the IOAC.
- 2. IQAC conducts 1 Virtual Workshop on "Research Paper Writing for High Impact Journals" to encouage the faculties and Research Scholars to write quality research papers.
- 3. 1 Vritual Worshop on "Intellectual Property Rights" was conducted in this acedmic year to enlighten the faculties and Research Scholars to know the rights of intelectual properties.
- 4. IQAC conducts two seminars on "Challenges in Re-accreditaion Process of NAAC" and "Revised Re-accreditaion Framework of NAAC" in this academic year.
- 5. IQAC encouraged the departments to conduct more guest lectures, workshop, seminars, webinars and conferences to develop the overall knowledge of the students.
- 6. IQAC encouraged the departments to conduct short term courses and 5 short term courses in various topics were conducted in this academic year. Examinations were conducted and qualified students were given certificates.
- 7. Internal and external audits were conducted by the experts for all Departments, Support Services Cells, Extension Activities, Office and a report was prepared by the IQAC and submitted to the

management for further action in this regard.

File Description	Documents
Paste link for additional information	https://www.mucollege.ac.in/accreditation/newsletter/
Upload any additional information	<u>View File</u>

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

The institution is affiliated toThiruvalluvar University, Vellore and it follows theUniversity syllabus and guidelines in all its activities. The University conducts regular exmainations and declars the results. As per the university norms three CIA Test were conducted and based on this internal marks were awarded to the students. IQAC introduces many innovative teaching learning processes as per the requirements. All the classes for all programs were conducted virtually during the pandemic lockdown periods. IQAC and the examination cell monitorthe examinations process and results and conducts various meetings to enhance the results.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mucollege.ac.in/download/downloads/2712211505004808.pdf
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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

Our college work culture based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of women students apart from men students. Femalestaff members have been appointed in both teaching and non teaching levels. Safety, security and well-being, along with gender equity and friendly working atmosphere are the prime concern of Mazharul Uloom College.

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File Description	Documents
Annual gender sensitization action plan	Our college has Khidmathunnisa-Women Empowerment Cell, which is active in organizing Gender-equity and sensitization for promoting gender equity. Empowering women is the main motto of this Women Empowerment Cell (Khidmathunnisa) of our college, because an empowered woman makes the bright future of any nation. Programmes have been organized by our college in the past in order to bring awareness among our students about the true rights and value of women in the development of the nation. Women need to be progressed in number of spheres. Our college takes all kinds of initiatives to promote gender-equity through various activities and programmes conducted in our college. Students of our college are encouraged to participate in the events which are conducted in other colleges as well. Many students have brought laurels to our college in the past through their activities and their involvement in it.
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	1. Safety and security Well-trained and vigilant security guards are stationed across the campus. Extensive surveillance network with 24x7 monitored control room. Security checkpoints at the campus entry and exit point. Strict implementation of Anti-Ragging/Anti-Ragging Committee with its members are active and vigilant. Anti-Ragging form from the students are filled in and collected from the students and the parents at the time of admission itself to ensure ragging-free environment in the campus. Internal Complaint Cell for both the students and staff members with its coordinator and its member is active to ensure the safety and security in the campus. Apart from this our college has separate block for female students which is safe and secure. Counseling Formal and

informal avenues for counseling male and female students and staff members for academic and other issues/problems. Students are counseled time to time Mentors of each class counsel the students every now and then which are very beneficial. Parentteachers meeting is conducted by each department for the betterment of the students. Common Rooms A separate room for lady staff members (both teaching and non teaching), which also facilitates meetings and discussions. This common room for ladies <u>has a spacious sitting area, dining hall and</u> washrooms. Day care center for young children Our College has a Day Care Center for young children of our college staff members, which has lady caretaker appointed for this special purpose.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>

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

College's key operation has very less impact on the environment as the college is very conscious of generating less waste and also enables the used materials to be reused ensuring that less natural resources are consumed.

Solid waste management

·It is spread across approximately 24.5 acres. The wastes generated by all sorts of routine activities carried out in the college are collected at various levelsat regular intervals of time. Sweepers

and cleaners are deployed for this purpose. Clean, Collect and Segregate in dustbins and then brought to the dumping place in the campus.

· Solid waste in the open area like grass and fallen leaves are collected and piled up and then it is used as manure for trees of our own campus.

Liquid waste management

· Liquid waste is used for watering the plants of our college.

Biomedical waste management

· Biomedical wastes are buried beneath the sod which is called as Land Disposal Method with much care.

E-waste management

• E-waste such as computers and its peripherals are upgraded regularly to continue usage and to avoid its wastage.

Hazardous chemicals and radioactive waste management

Hazardous chemical and radioactive elements are not used in our college.

•

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<u>View File</u>
Geo tagged photographs of the facilities	<u>View File</u>

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	<u>View File</u>
Any other relevant information	<u>View File</u>

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	<u>View File</u>
Various policy documents / decisions circulated for implementation	<u>View File</u>
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

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<u>View File</u>
Certification by the auditing agency	<u>View File</u>
Certificates of the awards received	<u>View File</u>
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	<u>View File</u>
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).

Our College was started with the intension of uplifting all communities irrespective of cultural, regional, linguistic, commercial, socio economic and other diversities. The overall student strength is 903. In this, we have students of all communities. As Ambur is situated in such a place where Urdu and

Tamil, both are dominant languages for the people. students are admitted from all the linguistic diversities. Medium of instruction is English. Students from different cultural background are admitted and students who come from down trodden families are also admitted in our College. As the fee structure of college in very less, students find it easy to get admission in our college. Our management takes care of the students' welfare, who come from below poverty line. There are many scholarships available in our college, which helps to pursue the education without any hindrance and trouble. Manyscholarships are offered from the government scholarships too. A separate course B.Sc. (Micro Biology) is offered to the girl students exclusively. Though our College is a minority institution, faculty members from all the communities are given priority and work in harmony under one umbrella. Both the genders work together and render their services for the upliftment of community.

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

Mazharul Uloom College takes pride in the fact that apart from preparing a sound academic foundation of the student community, the college consistently works upon to mould themas better citizens of our country. In this regard, our college conducts various activities for inculcating values for being responsible citizens of India. Unity in diversity is the important aspect of Indian constitution and our college has students and staff members from diverse sections. Stake holders belong to different religious, cultural andlinguistic backgrounds whowork together as one unit as 'Mazharul Uloomians'. Various faculty members have always been in the practice of organizing activities that not only initiate but also motivate the students to adopt various practices that promote the 'Oneness Feeling' in 'Unity in Diversity'. The college ensures that the students participate very enthusiastically in all such activities. List of activities conducted in our college for inculcating values for being responsible citizens as reflected in the constitution of India.

File Description	Documents
Details of activities that inculcate	
values; necessary to render	S.No Name of the Practice Date No. of
students in to responsible citizens	Participants 1 Sadhbhawana day / Pledge 20th
	August 2020 753 2 Youth Awaking Day 15
	October 2020 802 3 Rashtriya Ekta Diwas
	Pledge 31st October 2020 750 4 Voters
	<u>Awareness Programme 10 March 2021 143 5</u>
	Blood Donation Camp 27 February 2021 56 6
	Abolition of bonded labour 09 February 2021
	225 7 National Road Safety Day 10February
	<u>2021 123</u>
A are other relevant information	
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	<u>View File</u>
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	<u>View File</u>
Any other relevant information	<u>View File</u>

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

All the important events like Independence Day, Republic Day, Martyrs Day, Satbhavana Day, and Teachers Day etc. are conducted.

Our institution celebrates Independence Day and Republic Day with all due respect and much enthusiasm. Our principal hoists our National Flag on that day and national integration pledge is taken by all the stakeholders. S.No Name of the Practice Date No. of Participants 1 Independence Day 15th August 2020 100 2 Sadbhavana Diwas Pledge 20th August 2020 783 3 Teachers Day 5th September 2020 152 4 Republic Day 26th January 2021 100

5

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Martyrs Day/Pledge

29th January 2021

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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	<u>View File</u>
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.
- 1. Title of the Practice

Innovation in Teaching Learning Process

2. Objectives of the Practice

The main goal of this practice, Innovation in Teaching Learning Process is to achieve the benefit of the teaching / learning process.

The objective of this practice is to nurture creative thinking and problem solving life skills along with social skills that are necessary for the students apart from imparting knowledge and lessons prescribed as syllabus.

The principles on the basis of which this best practice was decided was - to raise the curiosity of a student in a particular topic, to encourage the students to question the obvious and to increase the interaction in the class whereby making the students confident and self-reliant.

1. Title of the Practice

Short-Term Courses

2. Objectives of the Practice

- To enable the students to learn a prescribed in a short term period along with the mainstream course.
- To equip the students with the skills and knowledge needed to cater to the needs of the corporate world and to compete with existing scenario.
- To provide the students the opportunity to pursue a short-term course within the campus and not letting them search for such a course elsewhere.

File Description	Documents
Best practices in the Institutional website	https://www.mucollege.ac.in/accreditation/best_practice/
Any other relevant information	https://www.mucollege.ac.in/download/downloads/1005221218516223.docx

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

Mazharul Uloom means the threshold of knowledge or the fountain of knowledge. It refers to the source from where knowledge flows. The college motto is Striver secures success and its emblem has four symbols in it- crescent, lotus, book and torch symbolizing growth, knowledge, source of learning and dispelling darkness of ignorance respectively. Apart from the academic activities, college conducts awareness campaign, personality development and service orientation program etc, to instill leadership qualities, human values, team spirit etc in the minds of the students. The vision and mission of our college is • To bring the hidden potentials of the individuals through comprehensive higher learning • To open the doors of opportunities through updating and modernizing course content • To provide secular education in conformity with global needs The institution aims at encouraging and improving secular and moral education of youth. The college, true to its vision of its founders, caters to learners at large transcending the limits of caste, colour and creed. Our college has a wide range of extension activities and extra-curricular activities like NSS, NCC, YRC, RRC and BDC, Career Guidance and Placement Cell, Citizen Consumer Club, Legal Literacy Club, Rotaract Club etc.

File Description	Documents
Appropriate web in the Institutional website	<u>View File</u>
Any other relevant information	<u>View File</u>

7.3.2 - Plan of action for the next academic year

- 1. Charity Day will be observed in the campus on first Monday of every month as an initiative of Institutional Social Responsibility Scheme.
- 2. As an initiative to keep the campus environmental friendly the parking facility will be created near the gate
- 3. Entrepreneurs Development Bazaar will be organised by the ED Cell of our College.
- 4. Cycle Day will be observed bimonthly in our campus as an intiative to protect the environmental pollution
- 5. Girls Students will be admitted in all the PG programs from this academic year.
- 6. Initiatives will be taken up with the University to start courses in Artificial Intelligence & Machine Learning and Data Science (UG).
- 7. The usage of E- resources like by adding EBSCO (Journal Database), Questia (Online library) will be strengthened.
- 8. Faculties will be encouraged to apply for UGC-minor /major research projects / ICSSR research projects.
- 9. The management will provide Honorarium to faculties forpublishing papers in UGC recognized reputed National & Internatioal journa.
- 10. Multi Media centre will be established.
- 11. Plan to create paperless work in administration and office level.
- 12. Plan to create herbal gardens and fruit garden in the campus by Alumni Associations. The link is https://www.mucollege.ac.in/iqac/action_plan_20212022/