



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	M.O.P. VAISHNAV COLLEGE FOR WOMEN
Name of the head of the Institution	Dr. Lalitha Balakrishnan
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04428330507
Mobile no.	9940557437
Registered Email	mopvaishnav@mopvc.edu.in
Alternate Email	doctorlalitha@gmail.com
Address	No.20, IV Lane, Nungambakkam High Road
City/Town	Chennai
State/UT	Tamil Nadu
Pincode	600034
2. Institutional Status	

Autonomous Status (Provide date of Conformant of Autonomous Status)	26-Aug-2004
Type of Institution	Women
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Ms. Gavoury R
Phone no/Alternate Phone no.	04428330262
Mobile no.	9840293018
Registered Email	iqac@mopvc.edu.in
Alternate Email	gururajan.gavoury@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://mopvc.edu.in/wp-content/uploads/2018/06/TNCOGN10164-M.O.P.VAISHNAV-COLLEGE-FOR-WOMENCHENNAI-TAMIL-NADU.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<http://mopvc.edu.in/calendar-2018-2019/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	A	3.51	2009	29-Jan-2009	28-Jan-2014
3	A	3.56	2016	19-Jan-2016	18-Jan-2021

6. Date of Establishment of IQAC

01-Dec-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal Academic	01-Oct-2018	114

Administrative Audit (AAA) conducted and its follow up action	1	
Internal Academic Administrative Audit (AAA) conducted and its follow up action	17-Sep-2018 1	114
Internal Academic Administrative Audit (AAA) conducted and its follow up action	30-Aug-2018 1	114
Meeting of Internal Quality Assurance Cell (IQAC)	02-Aug-2018 1	4
Internal Academic Administrative Audit (AAA) conducted and its follow up action	31-Jul-2018 1	114
Mentoring for students	16-Jul-2018 165	3303
Internal Academic Administrative Audit (AAA) conducted and its follow up action	13-Jul-2018 1	114
Internal Academic Administrative Audit (AAA) conducted and its follow up action	30-Jun-2018 1	144
Timely submission of Annual Quality Assurance Report (AQAR) to NAAC	27-Jun-2018 1	4
Meeting of Internal Quality Assurance Cell (IQAC)	15-Jun-2018 1	5
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File

10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
<p>1. Introduction of Diploma Certificate programs for outsiders with an eligibility criteria of Plus 2 Pass. 2. Conduct of 20 parallel workshops for the students of the Department of Commerce on the topic 'Upskilling for the future' 3. Introduction of Open Book Examinations 4. One day workshop titled 'Good to Great' was organised to enable other colleges in the geographical vicinity to achieve institutional excellence through Best Practices. 5. Two days Outstation Workshop was organised for the Heads of Departments on the topic 'Envisioning exercise to bring alive Brand MOPVC</p>

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year
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Plan of Action	Achivements/Outcomes
Introduction of Open Book Examinations	Open Book Examinations were implemented for 2 departments during the Even Semester for the 2nd Internal Assessment Examinations
Increase the number of programs for faculty development	Nine Faculty Development Programs were conducted for the academic Year 2018 2019 Health Fitness, Bonding as a team, Lesson plan preparation, Computer skills workshop, Happiness at the workplace workshop, Workplace productivity workshop for administrative staff , Roles and responsibilities of teachers in moulding students, Success without stress and future without fear and Envisioning exercise to bring alive Brand MOPVC
More thrust on Value Education	13 Guest Lectures were conducted on the values of Relationship Building and Responsibility

Introduction of more Choice Based Electives	6 Choice Based Electives courses were introduced for the School of Business Students such as Change and Innovation Management, Sports Marketing, Digital Marketing, DMAUSS, Legal Advocacy and U - Commerce
No Files Uploaded !!!	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	21-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college has adopted the mechanism of 'SPEED' - SYSTEMATIC PERIODIC ELECTRONIC ENTRY OF DATA for maintaining its MIS system. The MIS records the operational activities of the college and provide summaries and information to decision makers and the IQAC. The MIS is fully utilized to efficiently track the resources and make appropriate decisions. The goals for the implementation of the MIS include: a. To undertake continuous information recording b. To track the progress of the institution. c. To systematize the content to be uploaded across the departments of the college. d. To serve as an aid to generate and prepare periodic reports for the submission of AQAR, College Annual Report and the Annual Report to the University of Madras e. To aid the top level management in goal setting, strategic planning and evolving the institutional plans and their implementation. A separate web portal for MIS is created in the official college website. Every department is given a Login ID and Password to access the portal. Every department of the</p>

college has a MIS coordinator who coordinates, collects and enters the data pertaining to their respective department in the Online MIS portal. The main modules in the MIS include: a. College activities b. Department activities c. Student Cabinet d. Staff achievements e. Student achievements f. Research and Consultancy g. Sports and NCC h. NSS and Extension activities i. Internship Placement j. Separate Login is provided for the Controller of Examinations Office to record all academic and examination related information.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MCom	83	COMMERCE	23/07/2018
BSc	58	COMPUTER SCIENCE	23/07/2018
BA	24	JOURNALISM	23/07/2018
BSc	60	ELECTRONIC MEDIA	23/07/2018
BA	18	ECONOMICS	23/07/2018
BSc	75	MATHEMATICS	23/07/2018
BCom	34	ACCOUNTING & FINANCE	23/07/2018
BCom	42	CORPORATE SECRETARYSHIP	23/07/2018
BCom	45	MARKETING MANAGEMENT	23/07/2018
BCom	43	HONOURS	23/07/2018

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	ECONOMICS	18/05/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ECONOMICS	18/05/2018

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Cosmetology	23/01/2019	30
Fitness Club	23/01/2019	140
Theatre English	23/01/2019	50
Theatre- Tamil	23/01/2019	49
Chaat and Chinese Cuisine	23/01/2019	50
Blouse Designing	23/01/2019	50
Jewellery Making	23/01/2019	60
Fabric Painting	23/01/2019	60
Art – Pencil Sketching	23/01/2019	26
Baking	23/01/2019	50
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	ACCOUNTING & FINANCE	197
BCom	CORPORATE SECRETARYSHIP	69
BCom	MARKETING MANAGEMENT	69
BCom	HONOURS	79
BBA	BUSINESS ADMINISTRATION	137
BSc	COMPUTER SCIENCE	48
BCA	COMPUTER APPLICATIONS	49
BSc	MATHEMATICS	70
BSc	VISUAL COMMUNICATION	48
BSc	ELECTRONIC MEDIA	47
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The IQAC collects periodic feedback from its stakeholders to maintain quality standards in achieving the Mission goals of the institution: **STUDENTS** - Periodical course wise feedback is collected annually from the students on the curriculum, faculty performance, teaching methodology, skill programs, value added courses, college activities, utilization of infrastructure and requirements for quality enrichment. Feedback is collected through the Student Intranet Login Portal in the College Website. **FACULTY** - Each Faculty member is given the opportunity to analyse their performance by filling the 'Self Appraisal' feedback. Faculty self-appraise their efforts towards teaching-learning process, co-curricular, professional development related activities, research and academic contribution. The self-appraisal also enables administrative and non-teaching staff members to evaluate their work priorities and performance for a particular academic year. Further, Heads of Departments submit department wise 'Peer Feedback Evaluation', that highlights individual faculty performance in academic and administrative areas as part of a group. **EMPLOYERS** - The Placement Cell of the College collects feedback from prominent employers who recruit students for Internships and Campus Placements. Feedback from employers is considered for issues regarding, up gradation of industry relevant curriculum, practical exposure for students, undertaking industry based projects and enhancement of skills for students. **ALUMNI** - The college conducts regular Alumni Meets, in which suggestions and feedback is received from Alumni. Prominent Alumni are also members of the Board of Studies of Departments in which suggestions and improvements to the curriculum, popular jobs and necessary skills are shared by the Alumni. Illustrious Alumni of the colleges also serve as Resource Persons for Guest lectures and Workshops conducted by the college. **PARENTS** - The college conducts regular PTA (Parents - Teachers Meeting) to review the performance of the students in academic, co-curricular and extra-curricular activities. The college also has an active MOM's Club (Mothers of MOP), where the mothers of students come together to discuss issues relating to adolescent daughters. Constructive feedback from parents is considered for the overall development of the students highlighting the mental wellness of their wards.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ECONOMICS	70	366	70
BA	JOURNALISM	70	586	70
BA	SOCIOLOGY	70	469	70
BBA	BUSINESS ADMINISTRATION	140	1957	140
BCA	COMPUTER APPLICATIONS	50	979	50
BCom	ACCOUNTING AND FINANCE	210	6001	212
BCom	CORPORATE SECRETARYSHIP	70	1781	70

BCom	HONOURS	40	1381	40
BCom	MARKETING MANAGEMENT	70	577	70
BSc	COMPUTER SCIENCE	50	1429	50
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1125	259	82	17	15

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
114	46	10	25	49	7

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

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

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

The College has a well established mentoring system where each student is given a mentoring card. The mentoring card consists of details such as student personal information, achievements, performance in academic examinations etc. The objectives of mentoring the students are to monitor the student's regularity, discipline, improve teacher-student relationship, to support and provide confidence to the students. In order to resolve the day to day problems of the students, mentors are appointed for a batch of 30 students, and they will counsel the respective students once in a month. During mentoring sessions, the teachers take corrective steps to solve any issues brought up by the students. Mentoring sessions are conducted by the teachers regularly and same is recorded in the mentoring cards with respect to their attendance, discipline, regularity, internal examinations, overall performance etc. The parents are called for PTA meetings based on the mentoring reports if situation demands. This is a continuous process till the end of the academic career of the student. Final year students are counselled about higher studies along with proper career guidance during their mentoring session.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3239	114	1 : 28

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
114	114	0	20	42

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Lalitha Balakrishnan	Principal	'Leadership Excellence Award' - International Human Rights Peace Commission, Florida - USA
2018	Dr. Sudha Trivedi	Associate Professor	'Navjagran Prakashan Atithya Samman' - Navjagran Prakashan, New Delhi
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	9	VI/2019	04/04/2019	29/04/2019
BSc	5	VI/2019	10/04/2019	29/04/2019
BCom	13	VI/2019	10/04/2019	29/04/2019
BCom	2	VI/2019	05/04/2019	29/04/2019
BCom	20	VI/2019	10/04/2019	29/04/2019
BCom	1	VI/2019	05/04/2019	29/04/2019
BCA	6	VI/2019	10/04/2019	29/04/2019
BBA	3	VI/2019	05/04/2019	29/04/2019
BA	12	VI/2019	05/04/2019	29/04/2019
BA	10	VI/2019	10/04/2019	29/04/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
0	0	0

2.6 – Student Performance and Learning Outcomes

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

http://mopvc.edu.in/wp-content/uploads/2020/04/PO_PSO_CO.pdf

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
10	BA	JOURNALISM	67	63	94
12	BA	SOCIOLOGY	68	57	84
3	BBA	BUSINESS ADMINISTRATION	137	133	97
6	BCA	COMPUTER APPLICATIONS	50	49	98
1	BCom	ACCOUNTING & FINANCE	202	192	95
20	BCom	HONOURS	39	39	100
2	BCom	CORPORATE SECRETARYSHIP	74	69	93
13	BCom	MARKETING MANAGEMENT	67	64	96
5	BSc	COMPUTER SCIENCE	52	52	100
9	BSc	ELECTRONIC MEDIA	48	45	94

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2.7 – Student Satisfaction Survey

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

http://mopvc.edu.in/wp-content/uploads/2019/11/feed_back2019.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Trends Opportunities in Creative Technology	B.Sc VISUAL COMMUNICATION	17/07/2018
Power Talk series	M. COM	17/07/2018
HR Think Tank Expositions	M.A. HUMAN RESOURCE MANAGEMENT	25/07/2018
Breakfast with CEO	MBA	03/08/2018
Power Talk series	M. COM	20/08/2018
Seminar on Social Communication changing mindsets - A people first perspective	B.A SOCIOLOGY	27/08/2018
Breakfast with CEO	MBA	31/08/2018
Colloquia- Web 3.0	B.Sc VISUAL COMMUNICATION	31/08/2018
Exploring New Media Platforms	B.Sc VISUAL COMMUNICATION	31/08/2018
Symposium on Food Business Initiatives	SCHOOL OF FOOD SCIENCE	24/09/2018
Power Talk series	M. COM	28/09/2018
UBICOM - National Summit on U- Commerce	COMMERCE	06/10/2018
Annual Workshop Series - Up skilling for Workplace Success	COMMERCE	24/11/2018
Breakfast with CEO	MBA	13/12/2018
National Symposium on Actuarial Science	B.Sc MATHEMATICS	04/02/2019
Young Economist Summit	B.A ECONOMICS	04/02/2019
Young Economist Summit	B.A ECONOMICS	05/02/2019
ICCCMIT - 4th International Conference on Communication, Computing Information Technology	COMPUTER SCIENCE	15/02/2019
Management Development Programme	MBA	15/02/2019
ICCCMIT - 4th International Conference on Communication, Computing Information	COMPUTER SCIENCE	16/02/2019

Technology		
Power Talk series	M. COM	21/02/2019
Spectra - HR Conclave	M.A. HUMAN RESOURCE MANAGEMENT	21/02/2019
MOP MUN	B.Sc ELECTRONIC MEDIA	01/03/2019
MOP MUN	B.Sc ELECTRONIC MEDIA	02/03/2019
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Outstanding contribution in the field of Academic Research Literature	Dr.R Rajeshwari	Southern Industrial Academy for Women Entrepreneurs Development	05/04/2019	Best Research Scholar Award
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
B.COM	1
BBA	2
B.Sc (COMPUTER SCIENCE)	2
B.Sc (MATHEMATICS)	1
BA (SOCIOLOGY)	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BBA	1	0
National	ENGLISH	3	0
National	SCHOOL OF FOOD SCIENCE AND MANAGEMENT	1	3.42
National	MBA	1	5.75
National	B.Com MARKETING MANAGEMENT	1	4.87
National	TAMIL	1	0
International	B.Com ACCOUNTING FINANCE	2	5.89

International	BBA	5	11
International	COMPUTER SCIENCE	6	3.06
International	B.Com CORPORATE SECRETARYSHIP	1	3.18
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
SCHOOL OF FOOD SCIENCE	1
SCHOOL OF LANGUAGES	4
BA JOURNALISM	1
MBA	1
MCOM	1
B.Sc PSYCHOLOGY	4
BA SOCIOLOGY	2
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	15	45	28	36
Presented papers	11	15	3	0
Resource persons	5	10	14	4

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Dr. Lalitha Balakrishnan, Principal AND Dr.Chitra Dey, Faculty, MBA Department	Management Development Program (MDP) on Decision Making	Employees from Colliers, Geojit Financial services, Intellect Design Arena, Madras Management Association	7500	15
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3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Pagir- Wall Painting Initiative	Paediatric Block, Government Stanley Medical Hospital, Chennai	4	50
Pagir - Eye Donation Camp	Rajan Eye Care	4	210
Pagir- Donation of stationery to underprivileged school children	M.O.P. Primary School, Triplicane	7	610
Pagir - Magic without Plastic	Vijaya Forum Mall, Vadapalani	7	420
Pagir - Sharing Of Knowledge And Self Defence	C.S.I Higher Secondary School For Deaf	4	210
Pagir - Remedial Teaching	M.O.P. Primary School, Triplicane Assumptions School, Nungambakkam	4	200
Pagir - Distribution of	Seva Chakra	4	200

Sanitary Napkins for underprivileged girl students.			
Pagir - Collection and distribution of relief material for Kerala Flood and Ghaja Cyclone	University of Madras	2	550
Pagir - Provision of stationary, clothes for children from economically deprived families	Annai Teresa Charitable Trust	4	30
NSS - Village Camp at Yercaud, Tamil Nadu	EKAL - NGO	2	51
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Consumer Club Activity	Certificate of appreciation by Department of Civil Supplies and Consumer Protection, Government of Tamil Nadu	Department of Civil Supplies and Consumer Protection, Government of Tamil Nadu	500
RDC, Delhi	All India Best Cadet Award from the Honourable Prime Minister of India AIBC (GOLD)	Delhi Directorate, Government of India	1
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Cancer awareness	Adyar cancer institute	Walkathon	7	45
Say No To Plastics	Nilgiris, Kovai Pazhamudhir Nilayam , Waitrose Super market, Murugan Stores	Distribution/Sales of plastic free alternatives outside retail outlets	7	420
Ayushman Bharat	1 TN GIRLS BATTALION	Health campaign	1	50

Swachh Bharat	MOP NCC	Plastic Awareness	1	30
Climate change	1 TN GIRLS BATTALION	Road safety campaign	1	25
Intellectual Disability	1 TN GIRLS BATTALION	The pleasure of teaching	1	20
Awareness Campaign	MOP NSS Wing	International day against drug abuse and trafficking	3	55
Swachh Bharat	MOP NSS Wing	Temple cleaning	1	25
Swachh Bharat	MOP NSS Wing	Bus stand cleaning	1	20
Swachh Bharat	MOP NSS Wing	Cleaning activities in two adopted schools and Government museum	3	55

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
International Summer course on Leadership and Strategic Management at The Manning School of Business - University of Massachusetts, Lowell, USA	23 Students from the School of Business	Self	21

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers

			participated under MoUs
Manning School of Business - University of Massachusetts, Lowell, USA	08/06/2018	For Student Exchange and offering Summer Courses in Business	24
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
105	127

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
AUTOLIB	Fully	ADVANCED	2000

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30727	9029927	931	547559	31658	9577486
Reference Books	921	1435409	21	114339	942	1549748
e-Books	0	0	1	176400	1	176400
Journals	100	326035	15	103051	115	429086
e-Journals	8	0	0	0	8	0

Digital Database	2	286340	0	0	2	286340
CD & Video	667	64412	76	24897	743	89309
Library Automation	1	42000	0	0	1	42000
Weeding (hard & soft)	228	37759	403	51095	631	88854

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	323	7	20	0	0	8	18	0	0
Added	0	0	80	8	0	0	0	0	0
Total	323	7	100	8	0	8	18	0	0

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

112 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Labs for E-Content Development	http://mopvc.edu.in/e-content-facility/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
15	1964743	5	846486

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

PROCEDURES POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES To integrate the theoretical understanding of subjects through contextualized teaching and learning the college has well-equipped

laboratories and support facilities such as Computer Science labs, Language lab, Food Preparation Lab, Bakery Lab, Food Science Analytical and Research Laboratory, Psychology Lab, AD photography studios, Videography studio, Green Matte Studio, Digital Audio Suites, Digital Video Edit Suites, Multimedia labs, Campus Television Studio, MOP Community Radio Station and well resourced knowledge centre-Library. These facilities foster inquisitiveness to explore scientific explanations of respective faculty of study and to acquaint the prospective graduates with employable skills for job market. LAB SCHEDULES, ETIQUETTE GUIDELINES : All laboratories and studios are designed to facilitate and support the teaching pedagogy, training, and consultancy. Faculty members are involved in the laboratory development activities by introducing innovative experimental setups/instruments/upgrading of computer software/computer control of machines or processes upon introduction of new courses or revision of curriculum. Departments ensure periodical stock verification, maintenance, repair and recalibration of apparatus whenever necessary. The laboratories are designed to conduct Experiments, Assessments, Research, Projects and Course work. Students must work to demonstrate a professional attitude that will help maintain a supportive atmosphere and adhere to procedures and policies of the academic facilities. Conduction of lab work commences parallel to lecture classes. Discussions on the development, validation, standardization and application of the apparatus will be held in class prior to lab work. Students are requested to be prompt on scheduled hours, be polite and courteous to lab/research participants, and maintain a positive and helpful attitude. Students should be thorough with the handling and administration procedures, utility of the apparatus before commencement of lab work. All lab work should be done under the faculty assistance and supervision. All lab courses mandate students to record the lab work which shall be monitored by the faculty periodically for evaluation. Ethical guidelines concerning the lab work ought to be strictly adopted by students. Students to ensure that the apparatus and other tools utilized are safely returned without defects. Any laboratory materials to be carried outside the lab, requires approval from the Head of the Department and duly returned within the stipulated time. Disciplinary action will be taken towards any form of harassment, discrimination or inappropriate behavior inside the lab. Usage of mobile phones inside the lab is strictly prohibited. LIBRARY RESOURCES : The college library has expanded its collection of e-resources, subscribing to variety of databases, from participation in digital consortia, to e-journal aggregators and e-book collections to facilitate instantaneous access to information. SPORTS : The college empowers women by identifying and moulding young talents in the realm of sports. The management promotes sporting activities through cash awards and recognition to achievers. CANTEEN: The college houses a canteen that provides hygienically prepared food at subsidized rates. Conveniently located inside the college premises, caters to needs of students and staff. Hygiene and sanitation inside the canteen is periodically monitored through audits

http://mopvc.edu.in/wp-content/uploads/2019/12/procedures_policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	M.O.P. Vaishnav scholarship	187	8964894
Financial Support from Other Sources			
a) National	Adi- Dravidar and	64	555280

	Tribal Welfare Scholarship, Central Sector Scheme of Scholarships for College and University students, Post Matric Scholarship schemes minorities, Lions Club of Madras Host		
b)International	Lakshmi Ananthachari Foundation, USA	4	192520

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Communication Skills (I Year UG (2018-21)	18/08/2018	120	M/s. Ebek Language Laboratories Pvt. Ltd.
Communication Skills (I Year UG (2018-21)	18/08/2018	100	M/s. Midas Soft Skills
Communication Skills (I Year UG (2018-21)	20/08/2018	139	M/s. ACE
Communication Skills (I Year UG (2018-21)	20/08/2018	100	M/s. Skills Guru Cool
Communication Skills (I Year UG (2018-21)	21/08/2018	109	M/s. Layam Management
Communication Skills (I Year UG (2018-21)	21/08/2018	137	M/s. ID Matrix Corporate Solutions Pvt. Ltd.
Communication Skills (I Year UG (2018-21)	22/08/2018	77	Ms. Padmaja S N
Communication Skills (I Year UG (2018-21)	22/08/2018	70	Ms. Shalini Jhaver
Communication Skills (I Year UG (2018-21)	23/08/2018	140	M/s. Atris
Communication Skills (I Year UG (2018-21)	23/08/2018	119	M/s. Kings LearningSouth Pvt Ltd

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	COACHING FOR UGC NET AND CA AND CAREER COUNSELLING	59	387	21	201
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Goldman Sachs	370	10	Infosys	30	17
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	3	B.COM	ACCOUNTING FINANCE	MOP Vaishnav College for women	MA HRM
2018	1	B.COM	ACCOUNTING & FINANCE	ISDI Parsons Mumbai	Design and Innovation
2018	2	B.COM	ACCOUNTING & FINANCE	MOP Vaishnav College for women	MBA
2018	1	B.COM	ACCOUNTING & FINANCE	Symbiosis - Hyderabad	MBA - Finance
2018	2	B.COM	ACCOUNTING & FINANCE	MOP Vaishnav College for women	M.Com
2018	1	B.COM	ACCOUNTING & FINANCE	Management Development	MBA- Banking and Finance

				Institute Singapore	
2018	1	B.COM	ACCOUNTING & FINANCE	Ethiraj College	M.Com - General
2018	1	B.COM	ACCOUNTING & FINANCE	SSN School of Management	MBA - Marketing
2018	1	B.COM	ACCOUNTING & FINANCE	Symbiosis - Pune	MBA- Entrepreneurship
2018	3	B.COM	ACCOUNTING & FINANCE	SRM Institute of Science & Technology	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	7
CAT	1
GRE	1
Any Other	9
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports - Freshers' sports day	Interdepartmental	493
Sports - VASPO - Vaishnav Sports	National	650
Sports - Inter State School Athletic meet	State	630
Sports - Annual Sports day	Interdepartmental	680
Cultural - Ganesh Vandhan and Nadhamahahotsav	Regional - Inter School	87
Cultural - Shringar	Interdepartmental	1326
Cultural - Jhankar	Intercollegiate	300
VISH - Vaishnav Initiative for Social Help	College	3279
Cultural - Jhankar (Inter departmental)	College	822
Cultural - Abhilasha - (Freshers Inter departmental)	College	816
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Won silver medal in Womens Team Asian Games 2018 - Indonesia	International	1	0	1608147	Ms. Sunayna Kuruvilla
2018	Won Silver medal in Asian Junior & Cadet Championship 2018 - Maldives	International	1	0	1713721034236	Ms. Yashini S
2018	Won I Place in Junior Asian Championship B Division - 2018 - Bangalore	International	1	0	1813711031067	Ms. Pushpa
2018	Won Bronze medal in 18th Asian Roller Skating Championship - 2018 - Korea	International	1	0	1813711034062	Ms. Sujanitha R
2018	Won II place in Madras - Colombo regatta - Srilanka	International	1	0	1713721034127	Ms. Pooja S
2018	Won Bronze medal in Junior ITTF 2018 - Portugal	International	1	0	1713721045058	Ms. S. Selena Deepti
2018	Won Bronze medal in Jordan Junior & Cadet Open 2018 -	International	1	0	1713721045058	Ms. S. Selena Deepti

	ITTF Junior Circuit - Amman Jordan					
2018	Won Bronze medal in ITTF Junior World ranking 2018 - Switzerland - Cote d'Ivoire	International	1	0	1713721045058	Ms. S. Selena Deepti
2018	Won Bronze medal in Thailand junior and Cadet Open 2018 - Thailand	International	1	0	1713721045058	Ms. S. Selena Deepti
2018	Received Yuva Shree Kala Bharathi Award - Given by Bharathi Yuva Kendra	National	0	1	1713711034144	Ms. Supriya
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Cabinet of M.O.P. Vaishnav College is a team comprising of representatives from all the departments, who seek to contribute towards the welfare of the student community. The 37-member team is headed by the Prime Minister, along with two Deputy Prime Ministers. The team consists of 17 Ministers and 17 Deputy Ministers, who organize various activities in the college on a regular basis. The Cabinet is ably supported by the Members of Parliament. Every department of the college has their student run Clubs that comprises of a President, Vice President, Secretary, Joint Secretary, Treasurer and Journal Editor. In the academic front, Student Cabinet is part of the Academic Council, which basically is a proceeding towards curriculum development. The Student Cabinet of 2018-19 conducted a National Symposium on Gender and Diversity in association with the Centre for Women Studies with the following themes - The 99-day diversity challenge and Women down the ages. At the administrative front, The Prime Minister, who heads the cabinet is a part of Anti Ragging Committee. Apart from this the cabinet also conducted the following cultural activities for the year 2018-19 • Abhilasha- Fresher's Cultural Fest • Shringar- A Celebration of Art Culture was a tribute to Padma Vibhushan Smt. D.K. Pattammal. • Jhankar- Inter Departmental and Inter Collegiate Competitions • VISH -Vaishnav Initiative for Social Help Every ministry also conducted the following individual events: Ministry of Sports: • The Ministry of Sports organizes the following events - State Level Athletic

Meet for girls - Annual Sports Day - VASPO (Vaishnav Sports) is a national-level inter-collegiate tournament for Basketball, Volleyball, Badminton, Throw ball and Table Tennis • Ministry of Youth Affairs: - Ganesh Vandhan and Nand Mahotsav - A two-day event to celebrate Lord Ganesha's and Lord Krishna's birthday in the form of music and dance. - Literacy Day - To promote the need for literacy, the ministry, distributed stationery in two schools, M.O.P. School and Chennai High School, Kotturpuram, on the eve of World Literacy Day Ministry of Health: • The Ministry conducts regular awareness programs on physical fitness and mental health Ministry of Innovation Design: • The Ministry conducted Imprints, a logo-designing and package-designing competition. Ministry of Communications: • The Ministry of Communications organized competitions for all the departments every month, to exhibit creative miscellanea on their respective Notice Boards themes such as August Humane and Teach"Her" were given to work on. Ministry of Environment: • The Ministry of Environment conducted regular environment audits around the campus on a weekly basis to ensure the cleanliness of the college. • Ministry of Entrepreneurship Development: The Ministry of Entrepreneurship conducts M.O.P. Bazaar. Students and alumni entrepreneurs set up stalls on campus selling food, clothes, jewellery, handicrafts and other diverse products. • Ministry of Home Affairs: The Ministry of Home Affairs takes up the responsibility of maintaining the discipline and road safety of students every day, especially during events in the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

1280

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

879200

5.4.4 – Meetings/activities organized by Alumni Association :

2 meetings were organised for the year. The alumni contribute to the development of the institution through the following activities: • Alumnae members help students in finding internship, projects and placements in the industry. • Alumnae members also contribute to the college by creating endowments. • Each department has one alumnae member on their Board of Studies. • Alumnae offer guest lectures, help in organizing workshops and seminars and in identifying resource persons.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

• Think Tank - Participative Management: The college adopts participative management through the constitution of a Think Tank - a standing committee that meets at least twice a month to envision the growth strategies of the college. It is chaired by the Principal and comprises of the Vice-Principal, Deans, Controller of Examination, Additional Controller of Examination, and IQAC Co-ordinators. The Think Tank takes up the following matters that require strategic decision making: 1. New initiatives and activities proposed and the modalities for implementation. 2. Best practices of other institutions are also

considered for emulation. 3. Areas of concern and operational difficulties are examined and remedial measures identified. 4. Infrastructural changes and technological upgradations are envisaged. 5. Institutional readiness for quality assessment and ranking is evaluated and measures to improve ranking identified. • Staff Council- Decentralized Leadership: The college also follows decentralized leadership. It has a staff council that is chaired by the Principal and comprises the Vice-Principal, Controller of Examinations, Additional Controller of Examinations and Academic Heads of Departments. The staff council meets at least once every month (preferably on the first Tuesday of the month) to review the functioning of the departments for the previous month. The Heads of Department are also given broad guidelines within which they can function in a decentralized manner having autonomy in the following areas: 1. Plan the academic calendar of the department. 2. Prepare the Workload and Time Table of the faculty members of the department. 3. Design methods of evaluation for internal assessment like projects, book reviews, practice schools, open book examinations etc. 4. Plan the budget for the departmental activities like guest lectures, field visits, workshops, seminars, co-curricular competitions etc. 5. Conduct academic audit of teachers and take corrective action when required. 6. Provide feedback on the teachers by the students to the principal. 7. Implement curriculum revision to keep the syllabus up to date and convene Board of Studies meeting for the same.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> For all UG courses Admission Criteria for open seats is based on the reservation policy of the Government and marks obtained in the Board examinations. For specialised courses like B.Sc. (Electronic Media) and B.Sc.(Visual Communication) entrance test is also administered to test their aptitude for the course In addition for PG courses an entrance test is conducted to test the aptitude for the course, group discussion and personal interview is also conducted
Industry Interaction / Collaboration	<ul style="list-style-type: none"> Eminent industry professionals serve as Board of Studies Members and Academic Council Participation of industry in curriculum development Guest Lectures by experts Interfacing through corporate consultancy ? Factory and field visits ? Intensive Internships Field Visits Out Bound Training Workshops
Human Resource Management	<p>Under the IQAC, Development programs for Faculty members are systematically planned and conducted. Faculty members attend orientation programs. 1. Faculty members are motivated to acquire additional qualifications. 2. Faculty</p>

members are encouraged to present and publish papers in international and national forums. 3. Faculty serve as resource persons in other institution and organizations. 4. Faculty also extend consultancy services. 5. Participative management is practiced through - Committee approach to management - The college has various committees comprising of chairperson and faculty members team which monitors and manages different academic and administrative responsibilities. 6. Decisions are taken based on structured and informal feedback from all stake holders. 7. The College grooms leadership at various levels through - Vice - Principal - Controller of Examinations - Additional Controller of Examinations - Deans for ? Academics ? Student affairs - Heads of departments - Administrative head with support staff

Library, ICT and Physical Infrastructure / Instrumentation

Library: Provides information services to students through instantaneous access to information and also guides them to become independent researchers through the state-of-the-art e-resource centre. It has an extensive collection of online databases such as EBSCO, ProQuest, and INFLIBNET's N-List. Reputed journals of international calibre are subscribed in print and in digital forms. Library supports faculty in their research through institutional memberships with American Centre and the British Council libraries. Labs: Computer Science, Media, Food Science, Psychology and Language Labs are equipped with latest infrastructure facilities which support students in their learning endeavours. Classrooms: The Campus is wi-fi enabled and all classrooms have AV facilities.

Research and Development

The College has a research department in Commerce that has produced 9 PhD's. 1. Encouragement to participate in seminars and publish research papers in high quality journals. 2. 7 students are currently pursuing doctoral program. 3. Journals and Publications: a. The college publishes its annual research journal "SYNDICATE" - JOURNAL OF BUSINESS (ISSN - 2278- 8247). b. 23 student journals were published this year by the departments.

Examination and Evaluation

1. System of continuous evaluation

	<p>comprising of 50 marks for internal assessment and 50 marks for end semester evaluation. 2. Evaluation mechanism includes both written tests and other methods of evaluation through projects, seminars, articles and book reviews, quiz etc. 3. The question paper is set by an external examiner. 4. Question bank is prepared which serves as a guide to question paper setters. 5. Evaluation is done by an external examiner. 6. Separate minimum pass for internal and end semester examinations. 7. Online registration for examinations. 8. Results are published through intranet within a month from examination.</p>
Teaching and Learning	<p>1. Well organized learner - centric teaching practices. 2. Clear definition of content and learning outcomes through lesson plans. 3. Objective system of monitoring through continuous evaluation. 4. Periodical curriculum revision and updating based on the feedback by stakeholders. 5. Interactive teaching learning process.</p>
Curriculum Development	<p>1. Frequent meetings of Boards of Studies to advice the Academic Board on all academic matters associated with the development, implementation, and operation of academic programmes are held which is followed by Academic Council meetings. 2. Structured and regular Library visits to British Council, American Consulate and Anna Centenary Library 3. Credit Based Value Additions - General skill training programmes - Soft skill training is offered as a compulsory programme for all students. - Interdisciplinary Certificate Program as part of Centre of Excellence. - Encouragement to pursue MOOC / Swayam courses - Opportunity to undertake Mini Projects in all departments</p>

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

E-governance area	Details
Planning and Development	<p>The college has an active Automation Committee that computerizes and automates all academic and administrative activities of the college. Information, agendas and circulars are sent to Heads of Departments in the Official WhatsApp group and Official E - Mail group - http://webmail.mopvc.edu.in/</p>

Administration	<ul style="list-style-type: none"> - Staff attendance through Bio metrics system - Correspondence to University of Madras through e-mail - MOP news and student related information on the college websites - Online official groups
Finance and Accounts	<ul style="list-style-type: none"> - Fully computerized Administrative and Finance section. - Maintenance of the college accounts through latest Accounting software. - NEFT transfer for staff salary and vendor payments - Operational PFMS account
Student Admission and Support	<ul style="list-style-type: none"> - Regular updation of College website to inform students about events and schedules - Maintenance of complete student's database through tailor made software. - Intranet portal for students <ul style="list-style-type: none"> o To view attendance, Internal Assessment Marks, End Semester Results o To register for Courses - Interdisciplinary Elective, Non-Major Elective and Choice Based Elective o To apply for E- Form for Semester examinations o Online Payment of Examination and Semester Fees (Online Gateway of City Union Bank) - Sharing of information by class faculty through the official class WhatsApp group and official class E - Mail group. - Fully automated library offers access to books and journals for reference.
Examination	<p>The college has an integrated automated examination platform for the following processes. Pre-Examination Processes:</p> <p>Phase I - Pre - Exam Work:</p> <ul style="list-style-type: none"> • Register Number Generation • Filling up of E-Application form • Generation of subject code • Generating of Hall Ticket • Generation of E-Application form • Generating of Nominal Roll. <p>Phase II - Preparation of Question Paper:</p> <ul style="list-style-type: none"> • Creation and Updation of Examiner's Database • Appointment of examiners • Creating Templates for Question Papers • Centralized Question Paper Setting • Printing of Question Papers • Question Paper Multiplying and Packing • Handing over of Question Paper to Chief Superintendent. <p>Examination Process: Phase III - Conduct of Examination:</p> <ul style="list-style-type: none"> • Ordering of stationery required for conduct of examination • Time Table Generation • Attendance Sheet Generation (for both Theory and Practical) • Foil Sheet Generation • Seating Arrangement for Students • Invigilation Schedule for

Invigilators • Dummy Number Generation. Post Examination Process: Phase IV - Valuation Camp • Appointment of examiners • Receipt of acceptance • Answer scripts sent to valuation camp • Papers are evaluated by the appointed examiners • Entry is made in the computer, print out is taken, verified and signed by the examiner with the help of assistants deputed by Controller of Examination. • Answer sheets are scrutinized. Total is verified. • Foil sheets are scrutinized. • Scrutinized foil sheets are sent to the COEs office. Phase V - Publication of Results: • Mark Entry for both Internal Marks and External Marks • Reports prepared for Passing Board • Conduct of Passing Board by appointing a Chairman and an external member. Based on minutes of the result, Passing Board updating is done. • Publication of Results on the college website. • Revaluation - photocopy of Answer scripts are given to students if they ask for it otherwise revaluation is done and the results are communicated to the students. • Generation of Mark Sheet after incorporating the revaluation results. • Consolidated statement is submitted to the university for issue of Provisional and Degree certificate

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Aditi A Samant and Ms. Shyamala Krishnamurthy	Faculty workshop on Blended Learning And Activity Based Teachings	XIME Business School	4720
2018	Dr. Lalitha Balakrishnan	The Association of Asia Pacific Business School Deans Program	University of New South Wales, Australia	116800
2018	Dr. Fernandes Jayashree Felix	The Association of Asia Pacific Business School Deans Program	University of New South Wales, Australia	116800
2018	Dr.Susan	Media, women	University of	6996

	Sridhar	and culture: the Indian trijunction (Paper presentation - Changing trends of gender portrayals in advertising)	Mizoram	
2018	Dr. Rathi Chitra	International conference on Media and communication (Paper Presenttaion - Digital journalism- progress and challenges)	Symbiosis institute of media and communication challenges, Pune	4720
2018	Ms. Gavoury R Dr. Nisha U	2 Day National Seminar on Revised NAAC norms and procedures	Bharathiyar University, Coimbatore	8020
2018	Dr. Archna Prasad	National conference on excellence in higher education	Loyola college, Chennai	1000
2018	Mrs. Uma Maheswari	National conference on excellence in higher education	Loyola college, Chennai	1000
2018	Dr. Lalitha Balakrishnan Dr. Fernandes Jayashree Felix	The Association of Asia Pacific Business School	Annual Membership Fees	36400
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Fitness workshop	Not Applicable	05/06/2018	05/06/2018	117	0
2018	Bonding as a team	Bonding as a team	06/06/2018	06/06/2018	117	47
2018	Lesson	Not	08/06/2018	13/06/2018	114	0

	Plan Presentations	Applicable				
2018	Not Applicable	Computer skills workshop	11/06/2018	11/06/2018	0	47
2018	Happiness at the workplace Workshop	Not Applicable	22/06/2018	23/06/2018	117	0
2018	Not Applicable	Workplace productivity workshop for administrative staff	23/06/2018	23/06/2018	0	47
2018	Roles and responsibilities of teachers in moulding students	Not Applicable	03/09/2018	03/09/2018	117	0
2019	Success without stress and future without fear	Not Applicable	31/01/2019	31/01/2019	117	0
2019	Envisioning exercise to bring alive Brand MOPVC	Not Applicable	08/02/2019	10/02/2019	26	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme on "Student Induction Programme" conducted by the University of Madras	2	21/06/2019	21/06/2019	1
Innovative Metamorphosis -	1	09/02/2019	09/02/2019	1

An elixir for Organisational Excellence				
Short Term Course on Financial Institutions and Market NPTEL - IIT Kharagpur	2	01/01/2019	30/04/2019	119
EPSILON - Orientation Program on Entrepreneurship Development, Loyola College, Chennai	1	27/02/2019	27/02/2019	1
Pursuing Emerging Technologies @ Cognizant	2	26/05/2018	26/05/2018	1
Faculty Development Programme on Blended Learning and Activity-based Teaching - XIME Business School	2	30/08/2018	30/08/2018	1
Building Professional and Leadership Excellence among Faculty - A Holistic Approach in Designing and Developing an Integrated and Inclusive Teaching Learning Ecosystem AICTE - IATE Sponsored Refresher Program, Ethiraj College	1	23/07/2018	28/07/2018	6
NAAC Framework for Assessment Accreditation Based on Core Values, Criteria Key Indicators	2	26/10/2018	27/10/2018	2

Faculty Development Programme on Entrepreneurship, Innovation and Incubation MHRD IIT Madras	2	23/04/2018	18/05/2018	26
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
114	114	57	57

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Health check up, Group Medical insurance, Individual Accident Policy, Provident Fund Group Gratuity scheme.	Master health check up, Group Medical insurance, Individual Accident Policy, Provident Fund, ESI Group Gratuity scheme.	Health check up, Accident policy Medical Insurance

6.4 – Financial Management and Resource Mobilization

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

<p>Internal Audit: Audits conducted on Quarterly basis. The process and methodology adopted by the Auditors in the audit process is as follows • They first study the activities of the Institution in detail. • The auditors review the identified area of operations and systems employing risk assessment and Control evaluation framework. • The auditors review the documents, vouchers and bills. • They check statutory payments –TDS, Professional Tax, PF, ESI remittance etc. • The auditors also check Fees Receipts, disbursement of Scholarship received from Government and other agencies. Statutory Audit: Statutory auditor examines the Internal audit observation. The auditors also review the documents, vouchers and bills. The statutory auditor finalises the Balance Sheet.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Lets Pass CA	5000	UBICOM - National Summit of U Commerce Department Club Activities
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6.4.3 – Total corpus fund generated

74414935

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Faculty from another institution	Yes	Academic audit council comprising Principal/Vice Principal, Head of the department conducts audit once every month.
Administrative	Yes	Statutory auditors	Yes	Administrative audit by Secretary, Principal, Administrative Head. Financial Audit by Auditors

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

- MOM's Club (Mothers of MOP) - A forum for mothers to interact with the institution on the well being of their daughter.
- Parents serve as Full Time / Part Time Faculty for few courses based on their subject expertise. They also serve as Resource Persons for Guest lectures and workshops conducted by departments.
- Parents along with their wards hold stalls at the Annual MOP Bazaar, to display their entrepreneurial skills.

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

- Orientation and Induction programmes.
- Workshops for Quality Enhancement.
- Training in the use of Information and Communication Technologies.

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

- Centre of Excellence ? IDCP ? Diploma Courses ? Foreign university student exchange program ? Manoranjan- Student Clubs ? Meditation Centre -AUM

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Health Fitness workshop for Staff	05/06/2018	05/06/2018	05/06/2018	117
2018	Workshop on Bonding as a team	06/06/2018	06/06/2018	06/06/2018	54
2018	Faculty	08/06/2018	08/06/2018	13/06/2018	114

	workshop on Innovative Teaching pedagogy Lesson plan presentations				
2018	Basic Computer skills workshop for Administrative Staff	11/06/2018	11/06/2018	11/06/2018	47
2018	Happiness at the workplace workshop	22/06/2018	22/06/2018	23/06/2018	117
2018	Workplace productivity workshop for Administrative staff	23/06/2018	23/06/2018	23/06/2018	47
2018	Roles and responsibilities of teachers in moulding students	03/09/2018	03/09/2018	03/09/2018	117
2018	One day National Seminar on 'Good to Great'	25/10/2018	25/10/2018	25/10/2018	250
2019	Success without stress and future without fear	31/01/2019	31/01/2019	31/01/2019	117
2019	Envisioning exercise to bring alive Brand MOPVCW	08/02/2019	08/02/2019	10/02/2019	26
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Finishing School – Sexual	18/12/2018	08/02/2019	1053	0

Harassment at the workplace				
National Symposium on Gender & Diversity	28/02/2019	28/02/2019	114	18

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

Percentage of power requirement of the University met by the renewable energy sources
17 percentage of Power Consumed Through Solar Energy 40 percentage of Water Saved Through Rain Water Harvesting

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	1
Special skill development for differently abled students	No	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	6	11/08/2018	74	MOP Community Radio Station	Community Campaigns on Thanni Da - An initiative to save water, Avoid plastic usage and food wastage, Tuberculosis awareness, Cleanliness campaign,	202

						Health and hygiene and Responsible Solid Waste management	
2018	0	1	04/06/2018	210	AAHAAR	Breakfast scheme for 200 underprivileged children of two schools - MOP School and Kotturpuram Government High School	1
2018	1	0	18/06/2018	223	Monitoring traffic	Student volunteers regulate monitor Traffic in the college lane during peak hours	24
2018	1	0	18/06/2018	223	Optimum utilization of available space	Due to the availability of limited campus space, the college efficiently operates in 2 shifts and also works on Saturdays	3861
2018	1	0	05/12/2018	3	Go Green Campaign	The college regularly conducts Go Green	202

						Awareness drives in the neighborhood (Schools and Hospitals)	
2018	1	0	18/06/2018	223	Vehicle pooling	Students are encouraged to use of public transport and undertake car/bike pooling as parking is limited due to limited parking campus space as the college is in the heart of the city	50
2019	0	1	12/02/2019	1	PAGIR	Distribution of Sanitary Napkins for under privileged girl students.	204
2019	0	1	18/02/2019	1	PAGIR	Magic without Plastic	427
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Code Of Conduct	14/05/2018	Booklet containing the code of conduct and professional ethics for the faculty members

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Notice Board Activity on Universal values	20/06/2018	09/03/2019	150

International Yoga Day	21/06/2018	21/06/2019	1417
Independence Day Celebration	15/08/2018	15/08/2018	1497
Teachers Day Celebrations (Dr. Sarvepalli Radhakrishnan Day)	05/09/2018	05/12/2019	117
Gandhi Quotient - Open Quiz	02/10/2018	02/10/2018	398
Bharati Ulla	11/09/2018	11/09/2018	392
'Gaana Saraswathi' Padma Vibhushan Smt. D.K. Pattammal centenary year celebrations	28/11/2018	30/11/2018	1326
Vivekanandha House Visit	01/03/2019	08/03/2019	838
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Plastic ban on campus
- Go Green Campaign
- Rain Water Harvesting
- Solar Power
- Eco - Entrepreneurship modules through Business On Campus initiatives

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE 1 • TITLE OF THE PRACTICE: MIS (MANAGEMENT INFORMATION SYSTEM) • GOAL: The college has adopted the mechanism of 'SPEED' - SYSTEMATIC PERIODIC ELECTRONIC ENTRY OF DATA for maintaining its MIS system. The goals for the implementation of the MIS include: - To undertake continuous information generation and to track the progress of the institution. - To standardize the content to be uploaded across the departments of the college. - To serve as an aid to generate and prepare periodic reports for the submission of AQAR, College Annual Report and the Annual Report to the University of Madras - To aid the top level management in goal setting, strategic planning and evolving the institutional plans and their implementation. • **THE CONTEXT:** - The MIS scrutinizes the operational activities of the college and provide summaries and information to decision makers and the IQAC. - The MIS is fully utilized to efficiently track the resources and make appropriate decisions. • **PRACTICE:** - A separate web portal for MIS is created in the official college website. Every department is given a Login ID and Password to access the portal. - Every department of the college has a MIS coordinator who coordinates, collects and enters the data pertaining to their respective department in the Online MIS portal. - The main fields and the sub fields in the MIS include: a. College activities b. Department activities c. Student Cabinet d. Staff achievements e. Student achievements f. Research and Consultancy g. Sports and NCC h. NSS and Extension activities i. Internship and Placement - A separate Login is provided for the Controller of Examinations Office to record all academic and examination related information. - The IQAC (Internal Quality Assurance Cell) of the college consolidates the MIS report on a monthly basis and submits it to the Principal for review. - Areas of concern are taken into consideration and action is taken. • **EVIDENCE OF SUCCESS:** - The MIS serves as a one point source of all data required for reports. - Timely Updation of data has made tracking of information easier. - The web portal has made MIS process specific and not

person specific. • PROBLEM ENCOUNTERED RESOURCES REQUIRED: - Technical glitches in uploading data - Adoption of the new MIS format as per NAAC norms BEST PRACTICE 2: • TITLE OF THE PRACTICE: PENDING REGISTER: • GOAL: - Timely completion of tasks and duties. - To instill and practice time management skills - To categorize pending work by depending upon the urgency and importance. • THE CONTEXT: - The pending register gives a consolidated overview of the work completion status of the institution and individual departments. - The Principal and the IQAC will take corrective actions based on the pending register. • PRACTICE: - All Heads of Departments are asked to maintain a Pending Register with the following headers: a. Time line b. Work completed c. Work pending d. Action taken for pending work - The pending register is submitted on every Friday of the week to the Principal. - The Principal records her comments based on the status of work completed. • EVIDENCE OF SUCCESS: - Overall control of tracking tasks and work done by faculty based on allocation of work. - Delegation of work. Heads of Departments were able to delegate work and do a periodic follow up of it. • PROBLEM ENCOUNTERED RESOURCES REQUIRED - Unforeseen delays in execution of plans

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

<http://mopvc.edu.in/wp-content/uploads/2019/12/Bestpractices.pdf>

7.3 – Institutional Distinctiveness

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

Sri Vallabhacharya Vidya Sabha, the prominent managing body of D.G Vaishnav College, in its silver jubilee year, collaborated with Dewan Bahadur M. O. Parthasarathy Iyengar Charities for the establishment of this women's college in 1992, a dream realization and the result of the determination and sustained efforts of the two trusts. Both these organisations have eminent industrialists, administrators and people committed to the cause of women's education. Since its inception, the college has been committed to attracting and supporting top calibre women students providing them the right arenas for higher education. The College is driven by the 3E approach to impart quality education to its students: - Education - Entrepreneurship - Empowerment :Institution Highlights and Distinct features: Education: a. The college introduced various new courses from 2015 onwards. Undergraduate Program: o B.Sc. Psychology o B.A. Economics Diploma Program: o Computer Application o Office Management o Fashion designing. Certificate Program: o GST and International Taxation o MOU'S with International Universities for Summer Course o University of Massachusetts - Boston, USA o Illinois Institute of Technology - Chicago, USA o Kingston University - London, UK o Vancouver Film School - Canada. Entrepreneurship: a. Business on Campus initiatives b. M.O.P. Bazaar the annual entrepreneurship fest is laid out in the form of streets, each having a unique name and holding more than 100 stalls run by students and Alumni. c. Akriti, is a mock company run by the students of the college. The activities of the core team involve event management for several corporate events. :Empowerment: a. Under the Centre of Excellence, Certificate Programmes, Clubs to pursue hobbies as vocation have added value to academic and non academic pursuits. b. Only college to replace a Student's Union with a Student Cabinet and 8 Ministries.

Provide the weblink of the institution

http://mopvc.edu.in/wp-content/uploads/2019/12/institution_distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. The college has been identified as a mentor institute under the UGC 'PARAMARSH' scheme. The college aims to provide able assistance to the mentee institutes in areas of: • Training of Faculty and Staff for proper processes, documentation and presentation. • Sharing of knowledge and information. • Opportunities for research collaboration and faculty development. • Guidance and encouragement to the mentee institution to adopt best practices. 2. Undertaking extensive Community Outreach Programs The college will identify 15 villages in the proximity of Chennai to impart livelihood skills and conduct awareness campaigns for the students at Government High Schools in the villages. 3. e - Content development for SWAYAM portal The college proposes to develop e-Content for at least 5 subjects to be hosted in the SWAYAM platform. 4. More thrust on Faculty Research Faculty of the colleges will focus to publish high standard research journals in SCOPUS and UGC CARE list indexed journals. 5. Extensive collaborations with industry and Foreign Universities.