



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	T JOHN COLLEGE
Name of the head of the Institution	Dr. Shikha Tiwari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08040250555
Mobile no.	9741189621
Registered Email	tjcprincipal@tjohngroup.com
Alternate Email	tjciqac@tjohngroup.com
Address	88/1 GOTTIGERE, BANERGHATTA ROAD
City/Town	BANGALORE
State/UT	Karnataka
Pincode	560083
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr.C.Karthikeyan
Phone no/Alternate Phone no.	08040250555
Mobile no.	9003912959
Registered Email	karthikeyanc@tjohnngroup.com
Alternate Email	tjciqac@tjohnngroup.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.tjohnncollege.com/page/AOAR_&SSR
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.tjohnncollege.com/calendar_event/TJC_UG.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	75.75	2005	01-Jan-2005	31-Dec-2010
2	B	2.78	2011	08-Jan-2011	07-Jan-2016
3	A	3.01	2017	23-Jan-2017	22-Jan-2022

6. Date of Establishment of IQAC

16-Aug-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

Orientation Program for newly joined faculty members	19-Sep-2018 3	20
Academic Audit	10-Jun-2019 5	63
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
T John College	DSTNMIAAT	DST/EDII	2018 3	20000
No Files Uploaded !!!				

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

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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)

Orientation Program for newly joined faculty members Planning and organizing FDP's, Conferences and Seminars Planning and executing Academic Audits in the College Facillitating external audits (Rockefeller Habits -Monthly, Quarterly, Annual audits) Revisiting the objectives of the Clubs and matching those with the outcomes achieved for better implementation during following iteration

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

Plan of Action	Achivements/Outcomes
Every Semester feedback is taken from students on course and faculty handling	All students have given their view on Faculty and coirse
Every Department should cond conduct Guest lecture/Weekshop/ Seminar for imparting additional information	All departments have condvted minimum three guest lectures and one work shop for students.
All department should conduct minimum two industrial visit to give industry experience	All departments have taken students to industry for practical exposure
Sports ,NSS and general awareness activity to be conducted	Good participation in sports and NSS activities. Students have won various prizes at university and state level. NSS programs like Swacch Bharat and Blood donation etc. programs were conducted.
All students should involve in Club Activity for General Skill Development	All students have taken up two clubs in a acadmic year to get exposed to general skill.
All student should take up at fifteen days of internship for hands on experience	Most of the departments have sent sent their students on internship to gain hans on experience.
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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	30-Mar-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Oracle People Soft HR Module Curriculum Module Finance Module

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

"We at T. John College follow Bangalore University syllabus. We impart quality education and value added inputs based on our resource availability, industry inputs and current trends in the market. The institution follow a structured and systematic implementation of the curriculum. Following are the various means through which delivery of curriculum are made more effective: Academic Calendar: Detailed Academic Calendar of events is prepared as per the Bangalore University academic schedule and the requirements at the department level as per the action plans formed. The calendar is shared on website and followed meticulously Course Plan, Class Plan and Teaching Plan: A course Plan for each subject is prepared by individual faculties which includes course syllabus, outcomes, course objectives, content topics, reference books, question bank, case studies and the expected outcomes from the students A class plan gives an insight how the lecture class will be handled throughout the semester and includes date wise and session wise planning of class delivery. Teaching plan is monthly target planning of syllabus completion and review of same. Value added Courses, Guest Lectures and Tutorials Value Added Courses, Tutorials and Guest lectures are held from industry experts to assure students growth and learning matches with industry requirements. Mentoring and Peer Learning Mentoring and peer learning practice creates belongingness amongs faculties and students. Internal assessment is done transparently with examined scripts shown to students. "

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	358	Nil

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
Hospitality Operational Management	03/09/2018	84
Fundamentals of Accounting	10/09/2018	84
Python	03/10/2018	142

python	15/10/2018	35
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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
MBA	finance ,HR & Mrketing	410
BBA	Null	13
BFA	Craft Documentation	19
BCA	Null	1
BHM	Null	192
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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
<p>Student Feedback- The College has formal mechanism of obtaining feedback involving structured questionnaire through online feedback system.the feedback obtained are analysed and suggestion incorporated in form of teaching methods and administrative measures.. Teachers Feedback: Curriculum once updated/changed is circulated to the department faculty for their feedback to improvise. Teacher's feedback is noted on overall teaching learning process and student development activities, in regular department meetings. Employers Feedback: Employers'feedback is also recorded periodically, regarding the ability of our students in contributing to the organization, their technical knowledge, team spirit, work ethics and also responsiveness towards the society. The feedback summary indicates that most of our students contribute to the goal of the organization and have performed well. Alumni Feedback: TheAlumni feedback collected, emphasizes on enhancing technical and interpersonal skills of the students and also on the curriculum updates. Parents Feedback: Parents Regular parents teachers meetings, parents' feedback reflected on their demands to make their wards industry ready. Measures taken to address the above mentioned issues: Considering feedback from all the sources curriculum and the academic process is updated to adopt the change.</p>

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
BCA	Null	120	142	72

MCA	Nil	60	52	19
BCom	Nil	100	138	48
BBA	Nil	120	141	63
BHM	Nil	120	124	115
MBA	Nil	180	134	94
MCom	Accounts & taxation	30	27	20
BFA	Nil	60	46	27
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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	409	293	38	14	4

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
56	45	9	2	Nil	2

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

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

Yes. Mentoring programme is conducted to help the students to strengthen their varied capabilities and to build an interpersonal relationship between the teachers and students. Each teacher is assigned with the task of mentoring 20 students. This programme is conducted at two levels: group and personal. The personal level interviews with the students are also conducted periodically. All mentors keep a confidential data sheet about their students, “mentors assessment of students” which records a report of mentoring done by the teachers. These reports are periodically evaluated by a team from college. Mentoring involves communication between a teacher and a student in college. The mentor helps the student to discover the strengths within himself. This will develop necessary skills and build a pathway to success. Mentoring in computer application department ratio is 1:20.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
906	56	1:16

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

56	56	Nil	30	8
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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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

<p>In every subject,after every unit,a unit Test will be Conducted and evaluated.And also internal and Prefinals examination will be conducted. 50 Syllabus will be covered for Internals and Almost 90 Syllabus will be covered for Prefinals examination.Later,result analysis will be done where there will be an analysis of numberof passed Students ,number of failed Student,number of Absenties. The Students who failed and who were absent,a retest will be conducted and assignment has to be submited by students.There will be a continuous Internal evaluation process to monitor the Performance of the Student.</p>

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

<p>During beginning of the ssemester,the internal exam TimeTable,Prefinals exam TimeTable will be Scheduled for the information and Preparation by Students.The TimeTable for the same will be displayed in the course book and issued to the Students during beginning of the semester itself for better preparation. The Scheme of evaluation for each subject in the semester will be displayed in the course book as well.So,the Students get the clarity of evaluation in Internals and University Examination</p>

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
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Nill	BCA	Nill	28	18	64
Nill	BBA	Nill	45	32	71
Nill	BHM	Nill	346	281	81
Nill	MBA	Nill	94	80	85
Nill	MCom	Nill	35	33	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)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	3	DST	0.2	0.2
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – 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 !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

[View File](#)

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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No Data Entered/Not Applicable !!!

No file uploaded.

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

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

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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No Data Entered/Not Applicable !!!

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
115	107.64

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
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 LCD facilities	Newly Added
Seminar Halls	Existing

Laboratories	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libsys	Partially	8	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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	135	5	135	0	0	5	6	30	0
Added	91	0	91	0	0	0	0	40	0
Total	226	5	226	0	0	5	6	70	0

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

70 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
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!			

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

There are established systems and procedures for maintaining the physical, support facilities like the library, laboratory, computers, classrooms, sports complex, etc. We have a team of qualified technical staff for maintaining the computers and the networking facilities. The equipment such as printers, scanners, and photocopiers are serviced regularly. The vendors from outside are contacted for the major repairs. The software problems are taken care of by the staff of the MIS department. The up-gradation of the antivirus software is done periodically. The calibration certificates are collected annually which are audited by the ISO external auditor. Some instruments do not require calibration and are maintained on a day to day basis by the in-house supporting team. We have an Administrative Officer for the maintenance of the entire campus and the following departments' work under him in accompaniment with the salaried staff. Their services are available throughout the day. Some of these staff members stay on the campus. In respect to the mechanical and chemical equipment, the department personnel maintain themselves wherever it is feasible or invite the external agencies to maintain the equipment as and when the need arises. The external agents are paid on a per-call basis and the basis of the cost of components as per the actual. The suppliers and the technical experts of costly equipment provide training to the departments at the time of the installation. If the maintenance of costly equipment is not feasible for the staff the actual manufacturer is invited to take the necessary preventive and corrective measures on a per-call basis.

<https://www.tjohncollege.com>

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
No Data Entered/Not Applicable !!!			
View File			

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 implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
129	101	5

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
56	249	173	52	127	59
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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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

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
No Data Entered/Not Applicable !!!						
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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)

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

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No Data Entered/Not Applicable !!!

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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)

Decentralized functioning mechanism that empowers the departments to function with a greater flexibility and at the same time share the responsibilities. The administration at TJC is decentralized to the extent that self-sufficiency, initiative and innovation are encouraged. The college administration is decentralized to ensure the quality of educational provisions. The college also has different cells where the members can independently plan and work towards achieving the mission, vision and objectives of the college. Even for RH only the overall goals are given by the management but the sub-goals as well as the strategies to manage those goals are taken care by the respective departments and their staff. Examinations are the perfect example of decentralization. The staff meetings also provide an effective system for the dissemination of information and instruction to all the stakeholders of the Institution. The facilities like Wi-Fi internet connectivity, centralized computing facility, sufficient number of printers, scanners, copiers, intercom facility, a well-designed website are a few of the physical facilities for obtaining the mission of the institution. The various cells operating in the college also join hands to fulfill the mission of the institution.

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
Curriculum Development	Departments adopt a uniform curriculum design and updating process. Every year, departmental Board of Studies committee, examine the present course contents and propose changes for the changes. This is done in accordance with the feedback from all the stakeholders considering industrial needs. The process is scrutinised by the head of the institution and then the curriculum is reflected in the college website. The Board of Studies comprises of eminent persons from various disciplines of engineering to

	<p>give guidance on the curriculum. The committee also includes members from industry and Alumni network, working towards bridging the gap between academia and industry.</p>
<p>Teaching and Learning</p>	<p>The Department adopts a systematic methodology which includes calendar of events, lesson plan, and course material, continuous internal evaluation, regularly scrutinized by the various bodies. Institution gives much importance to the TLP process. End of the previous semester, subjects will be allotted to each faculties so that faculties will get time to prepare course file. Course file covers lesson plan, lecture notes, question bank, problem based and application based questions, FAQs etc. Course plan is designed keeping in mind the Outcome based Education, MOOCs, Industry Visits, Role plays, blended learning and flip classes, mini projects.</p>
<p>Examination and Evaluation</p>	<p>Institution has its own examination cell to control all the activities related to Examinations, which includes Continuous Internal Assessments (CIE). The department has a scrutinizing committee for selection of appropriate CIA question papers and also checks for the application of Bloom's levels for the quality of the questions. Question Bank The subject question bank is prepared by the facultyas per the curriculum syllabus. The question bank covers all the questions that have appeared in the university question papers along with exercise questions from the standard text books. Question bank is given to students,which expose them to wide variety of questionnaire helping in deeper understanding of the course.Assignments, tutorials classes on application based learning and problem solving also helps the students with the application aspect of the subject. CIA conduction • Conduction of CIA: In a semester three CIAs are conducted as per calendar of events. Internal assessments are carried out under the supervision of faculty assigned as room invigilator by CIA coordinators. Evaluation and moderation of answer booklets: The booklets are evaluated in a week's time from the date of CIA test. Scheme and solutions to IA question papers are discussed</p>

with students in the subsequent classes after CIA test for transparency in evaluation and enhancing their preparedness for the semester end university examination. Further, moderation of randomly selected booklets is done by Course coordinator/Senior faculty members for effective valuation. Marks scored in CIA's are recorded and analysed to counsel the students in subsequent proctor's interactions, if necessary, to improve their academic performance.

Research and Development

All the departments encourage their faculty to contribute to the research community through good publications, proposals and grants. Along with the TLP, each faculty is encouraged to carry out research in their area of interest. To support this goal setting is encouraged amongst all faculty which includes their research goals such as publications in reputed journals/conferences/book chapters and also to pursue Ph. D. Regular audit is conducted to motivate the faculty to achieve their mentioned goals. Faculty are encouraged to write proposals to private and government bodies such as ICSSR, DST, and UBA to receive grants, which can help the research progress.

Library, ICT and Physical Infrastructure / Instrumentation

All the departments are well equipped with state of the art laboratories. The Institution has provided ICT facilities in all the departments in which the classrooms and Computer labs are provided with LCD projectors for Multimedia presentations for delivering lecture. The campus is WiFi enabled with adequate computing facilities. The faculty and students make use of these facilities for enriching their domain knowledge. The library has total seating capacity of 200 students. The college has separate UG PG library. The library has more than 8000 books.

Human Resource Management

The Institution owns a well established centralized Human Resources department to strengthen the faculty force which is the backbone of the whole academic system and also the administration personnel. Through this institution hosts lot of initiatives for the staff. The department has well laid out process for recruitment, performance appraisal and promotions of the staff. This process incorporates

feedback for the staff from required stakeholders to decide on appraisals. It's the responsibility of the Human Resource Management department to provide platform for the development programs for the inhouse staff through wellknown organizations. To explain the HR process in steps: ? Periodic calls for the staff positions ? Experience and merit based selection procedures ? Induction programmes for the new faculty/staff ? Appraisals process at the right intervals of time ? Good working environment and basic infrastructure ? Good retaining measures

<p>Admission of Students</p>	<p>Institution is one of the top priorities of the management aspirant students at the national and global level. Campus, houses more than 1000 students. The Institute strictly adheres to the norms of AICTE/ State Government and it's affiliating Bangalore University for admitting students. Postgraduate students are admitted through PG CET and management quota. Seats allotted through counselling of KMAT are admitted to the institute as per the norms of BU. Admitted students are taken care through proper orientation and proctor system to guide them further.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Student Admission and Support</p>	<p>EGovernance department maintains data of student admissions with all their personal as well as previous academic details and their entry exam details</p>
<p>Examination</p>	<p>EGovernance maintains Continuous Internal Assessment details such as syllabus for the test, attendance and marks of the students. Institution has separate examination software for overall conduction and evaluation.</p>
<p>Planning and Development</p>	<p>EGovernance maintains Course planning, department calendar of events, college calendar of events, time table (theory / lab), and schedule of the IA/CIE test schedule is being planned initially before starting of the semester uploaded on to the e-governance portal so that the students exactly know what to do before planning their activity.</p>

Administration	EGovernance department maintains data of student admissions
Finance and Accounts	Finance and Accounts department uses Peoplesoft Solutions. EGovernance is not used.

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
2019	SHARLEEN MATHEW	Role of Innovation in Developing Sustainable Fashion Design and Luxury Fashion Goods	INDIVIDUAL FINANCE	600
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
RELIANCE STAR INSURANCE, BUS FEE	RELIANCE STAR INSURANCE, BUS FEE	Students scholarships CASH PRIZE FOR UNIVERSITY

CONSESSION	CONSESSION	RANK HOLDERS SPORTS ACHIEVEMENT AWARD BEST OUTGOING STUDENT AWARD 100 BHM PLACEMENTS CANTEEN FIRST AID ROOM RAMP FOR DIFFERENTLY ABLED LIFT CASH PRIZE FOR UNIVERSITY RANK HOLDERS SPORTS ACHIEVEMENT AWARD BEST OUTGOING STUDENT AWARD
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6.4 – Financial Management and Resource Mobilization

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

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	Nil	Nil	Nil	Nil
Administrative	Nil	Nil	Nil	Nil

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Nil
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

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
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No Data Entered/Not Applicable !!!

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day Celebration	19/03/2018	19/03/2018	75	Nil

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

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	300
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	300
Scribes for examination	Yes	15

7.1.4 – Inclusion and Situatedness

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

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

No Data Entered/Not Applicable !!!

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

No Data Entered/Not Applicable !!!

7.3 – Institutional Distinctiveness

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

No data entered !!!

8.Future Plans of Actions for Next Academic Year

Every college has a set of goals and objectives that would be kept as a benchmark to be achieved every year. § One of the plan of actions for the next academic year is the Autonomous title of the institution. § The digitization of books in the library would be a plan of action proposed for the college. § Career guidance programs can be enhanced because most of the students would be unaware of the career options post the degree. One of the best ways to do so is to plan an MOU with a reputed organization or body. § Though we have college fests such as Blaze, it is very important for our students to showcase their talents. For this, a College Day or Annual Day must be in place. This would not just motivate the in-house talent but also provide a sense of unity within the college. § Playgrounds and sports equipment should be well kept. As a college, holistic development of the students would cater to their betterment. § As a part of hygiene and cleanliness, every washroom must have a hand wash/ proper sanitizer in place. § Every girl's washroom should have a vending machine installed. This would help the students have a check on their hygiene as well. § Suggestion Box System should be strengthened. Though we have one in place, the feedback of the students should be analysed once in a week for better communication.