



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	REV. JACOB MEMORIAL CHRISTIAN COLLEGE
• Name of the Head of the institution	Dr.K.Binith Muthukrishnan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04553249330
• Mobile no	9488555295
• Registered e-mail	rjmcc97@gmail.com
• Alternate e-mail	principalrjmcc@gmail.com
• Address	Santhipuram
• City/Town	Ambilikkai
• State/UT	Tamilnadu
• Pin Code	624612
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Madurai Kamaraj University				
• Name of the IQAC Coordinator	Dr. T. SEKAR				
• Phone No.	04553249330				
• Alternate phone No.	9488555295				
• Mobile	9944547614				
• IQAC e-mail address	iqacrjmcc@gmail.com				
• Alternate Email address	rjmcc97@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://rjmcc.ac.in/agar-2022-2023/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rjmcc.ac.in/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	60-65	2007	31/03/2007	30/03/2012
Cycle 2	B	2.41	2022	13/06/2022	12/06/2027
6.Date of Establishment of IQAC	23/06/2016				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				

9.No. of IQAC meetings held during the year	04
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Organized various events • State level Workshop • National level seminar Facilitated Staff Self appraisal process - Redesigning the appraisal form and evaluation. Conducted three Faculty development program for faculty to develop teaching skills Conducted orientation program for first year students bridge the gap between school and college level, and also to knew the our college environment.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
<p style="text-align: center;">Orientation Programme.</p>	<p>I year students were offered a five-day bridge course on the following topics from 17.07.23 to 21.07.23 & 05.12.23 to 16.12.23. & 05.12.23 to 16.12.23 on following topics Soft skills</p> <ul style="list-style-type: none"> • Personality development • Time Management Language and communication o Essay Writing o Common Errors in English o Descriptive Writing o Argumentative Writing o Sentence structure Life skills • Sport & Games • Yoga ICT/computing skills o Basic Computer Skills o MS Office o Processor Application (excel) o MS Excel o Multimedia Usage o Power Point o Traditional Media Usage o Email Correspondence o Social Media Usage
<p style="text-align: center;">IQAC Plans to Conduct FDP On Unlearn to Relearn</p>	<p>5day FDPs were conducted. The FDP titled was 'Unlearn to Relearn' from 08.06.23 to 14.06.23. Topics such as providence to life, devotion to work, attitude & aptitude, work-life balance, and online teaching tools were dealt with by different resource persons.</p>
<p style="text-align: center;">IQAC Plans to Conduct FDP On Unleash your potential</p>	<p>Five day FDP was organized from 18th to 22th December 2023 during the semester break. The following eminent educationists dealt with specific topics as follows:</p> <ul style="list-style-type: none"> ? Classroom Communication skills- Dr.J.Sundarsingh, Principal, RJMCC. ? Listening Skills for teachers-Dr.R. Ranjini Selvarani, Assistant Professor, Department of English, Government Arts College,

	<p>Coimbatore. ? Presentation on Classroom Management - Dr. S. Parameswari, Head, Department of Sciences, Karunya University, Coimbatore. ? Personality Development for Teachers -Dr. S. P. Dhanavel Associate Professor, Department of English, IIT, and Chennai. ? Effective teaching & Teacher motivation.-Dr. Nirmala Jeyaraj, Secretary, RJMCC. The participants found the sessions very useful and apt to apply in their day to day classroom teaching</p>
<p>IQAC Plans to Conduct FDP on Personal & Professional Development towards Teaching Learning Effectiveness</p>	<p>on 29.3.2024 , Dr .Lethi C.D, Professor (Rtd), Holy Cross College, Trichy, External Expert of our IQAC and our Governing Board member was the resource Person</p>

13.Whether the AQAR was placed before statutory body?	No
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	05/03/2024

15.Multidisciplinary / interdisciplinary

Rev. Jacob Memorial Christian College (RJMCC) is affiliated to Madurai Kamaraj University, a State University which is governed by the government of Tamil Nadu. The multidisciplinary and interdisciplinary programmes, curriculum, syllabuses and evaluation patterns are designed by the University and detailed guidelines are given to the affiliated colleges. As an affiliated college, RJMCC

abides by the university guideline and implement the New Education Policy as and when it is introduced.

16.Academic bank of credits (ABC):

As per the guidance of UGC, steps are being taken to make the students aware of the Academic Bank of Credit and the importance of digitally storing the academic credits earned by them. So, through this, all the students will get benefited from updating the details in the ABC portal which will be digitalized in the future

17.Skill development:

RJMCC adopts the curriculum provided by Madurai Kamaraj University and focuses on making the students employable and self-reliant by effectively imparting skill-based subjects in every programme. These courses help the students to enhance their proficiency in their own field as the teaching sessions have incorporated field trips, demonstrations, seminars and practical activities. As per the university guideline, internal marks are given to students by carefully evaluating their performance in periodical tests, quizzes, assignments and seminar conducted throughout the semester. The departments of Business Administration and Commerce have 6 and 18 skill-based subjects respectively. Hands on training for goods and service tax as well as interview skills and employability skills are arranged for the benefit of the students. The departments of Computer Science and Biochemistry have 18 and 5 skill-based subjects respectively. Practical labs and seminars are conducted to train the students in the area of Linux, Microsoft applications, and Medical lab technology. The Department of English and Tamil have 6 subjects each. The students are equipped through innovative classroom activities, seminars, and demonstrations to improve their and literature and language abilities. The college thus takes efforts to develop the skills of the students so that they find better placement and higher study opportunities.

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

We at the RJMCC emphasize on the importance of making the students get exposed to all Indian languages. Since Tamil is one of the oldest Indian languages, we teach Tamil culture and traditions through the Part I Tamil language paper for all the students. Yoga also has its roots in India about 5000 years ago and it provides a way to learn and understand the traditions of India. We also conducted Mutamil Mandram, a club in our college that provides opportunities for the students to have discussions and debates on Tamil culture. Since some of the faculty members are conversant in

other regional languages like Hindi, Malayalam and Telugu, the college encourages interaction in those languages and thereby makes others to learn them. We are fortunate to have a few faculty members who are fluent in other Indian languages like Hindi, Malayalam, and Telugu; and we are prepared to make use of all our resources for integrating our Indian knowledge system into our conventional teaching practices and in our online mode of teaching.

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

RJMCC strives to implement OBE as per NEP guideline while implementing the curriculum provided by the affiliating University. We have evaluated the performance of students every semester at various stages during their course of study. This continuous system of evaluation helps in understanding the subject competency of the learners and providing additional guidance and resources wherever required. Those who perform poorly are given enough coaching in their courses which has helped them to do well in subsequent exams. This has shown a positive result in the performance of the learners.

20.Distance education/online education:

Due to technological advancements in the education field, online teaching and learning has become popular among both students and teachers. Teachers do both teaching and assessment through online mode which are well received by the students. The Covid lockdown has impacted the classroom learning in a positive way as it has paved a way for more teaching innovations by using technology. As a result, the teachers learnt new technologies and students also participated in the learning process enthusiastically. Being an affiliated College with Madurai Kamaraj University, RJMCC is bound by the University regulations which do not allow us to have distance mode of education. Nevertheless, as per the NEP, we strongly believe that the distance mode can be a valuable way to reach out to disadvantaged people who are in poverty and experiencing exclusion and discrimination, and so we are ready to adapt to the distance mode as and when the University permits it.

Extended Profile

1.Programme

1.1 389

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

File Description	Documents
Data Template	View File

2.Student2.1 **514**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **111**

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

File Description	Documents
Data Template	View File

2.3 **220**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **35**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **40**

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	389
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	514
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	111
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	220
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	35
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	40
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	58.13419
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Madurai Kamaraj University (MKU) oversees the college's curriculum through the Choice Based Credit System (CBCS). An academic schedule and timetable are created at the start of every semester to accommodate the three internal examinations, the final exam period, and the ninety-day teaching schedule. The department's schedule is then planned by the HODs, who assign each teacher's workload and subjects according to their background and area of expertise. Every instructor creates a lesson plan that outlines the number of lecture hours, the practical subjects to be covered, field research, guest lecturers, and other extracurricular activities that will take place throughout the semester. Within the allotted time, the faculty members who adhere to the course plan finish the syllabi. A faculty member will set up extra classes to fulfill the syllabus if, for whatever reason, they are unable to finish it in the allotted time.

The university sends out circulars, letters, and emails to the

institution on a regular basis on curriculum changes and modifications. The pertinent departments are informed of this by the principal. The college provides workshops to help instructors execute the curriculum effectively when the university introduces new curricular patterns. To improve effective learning, new techniques are used, such as PowerPoint presentations, tests, role-plays, group discussions, industry visits, and historical site visits. The institution has a feedback system in place to assess and monitor the caliber and efficacy of the curriculum.

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

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

The dates of internal tests, extracurricular events, university exams, and instruction are all crucial information that may be found on our academic calendar. A thorough study schedule, assignments for each course, sample test questions, and the number of classes assigned to each course are prepared by the department teachers prior to the start of each semester. Timetables and academic calendars are communicated to students well in advance.

Before the semester begins, each faculty member prepares a comprehensive lesson plan and teaching approach in accordance with the curriculum. The course objectives, faculty approach, learning aid and technique, and lecture topics are all included in the lesson plan. The curriculum's content and total number of lectures are typically highlighted in the lesson plan. In compliance with MKU University's institutional requirements, we implement a continual internal evaluation system using a variety of techniques.

This enables the pupils to comprehend every idea separately as well. Students receive a detailed curriculum that breaks down each section precisely. Following a thorough explanation of each subject, a variety of assessments are given, including presentations and class exams. These assessments give teachers the ability to regularly evaluate their students, monitor their development, identify advanced and slow learners, and offer the

necessary assistance.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

10

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

186

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

RJMCC follows Madurai Kamaraj University's curriculum. Value education and environmental science courses are provided in all programs to provide students with a solid grasp of gender equality, human values, and environmental conservation. By involving students in clubs like the science club, career guidance club, center for women empowerment, green initiative club, and others that enable them to put their knowledge into practice, RJMCC incorporates cross-cutting issues pertaining to gender equality, environmental conservation, sustainability, human values, and professional ethics.

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

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

7

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

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

110

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://rjmcc.ac.in/igac-feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	NIL
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
111	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
110	

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

2.2 - Catering to Student Diversity

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

Many of the students at RJMCC come from rural backgrounds and attend school in Tamil. They have learning, psychological, and moral challenges. Students are divided into advanced and slow learners based on their performance on internal tests, as well as their observational skills and replies throughout class. Advanced students are encouraged to perform better academically by participating in peer lessons and seminars to gain more exposure to academics and technology advancements, while slow learners receive particular remedial instruction.

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

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

Number of Students	Number of Teachers
514	35

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our teachers employ a range of teaching techniques, such as interactive techniques, activity-based learning, computer-assisted learning, experiential learning, and conventional lectures. The effectiveness of the teaching and learning activities is increased by the use of illustrated videos and unique lectures on

significant subjects. In order to directly comprehend the themes and current trends, students engage in field studies to obtain first-hand knowledge from experts and natural resources. Because interactive classes encourage innovative thinking and new viewpoints, instructors always encourage them to ask questions and come out with different points of view. In order to facilitate experiential learning and foster student involvement, the college employs a number of strategies, such as audio-visual methodology, language labs, required Zoom and Google meetings, even on holidays, industrial visits, field work, computer-based project work, current affairs discussions, study tours, and extracurricular club activities. In a variety of seminars and research conferences, students are encouraged to submit their scientific ideas as papers and posters.

File Description	Documents
Upload any additional information	View File
Link for additional information	NIL

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

The college blends ICT-enabled learning with conventional classroom instruction. Faculty members use ICT-enabled learning tools in labs, PowerPoints, audio and video clips, internet resources, and YouTube video-oriented subject materials to expose students to advanced information and hands-on learning. Teachers use Google Meet and Zoom Classes to use interactive teaching methods. Both teachers and students actively engage in the teaching and learning process in Google Classroom.

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

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

2.3.3.1 - Number of mentors

35

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

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

150

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

2.5 - Evaluation Process and Reforms

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

All tests are administered by the college in compliance with Madurai Kamaraj University (MKU), with which it has an affiliation. University regulations govern the scheduling of the centralized internal evaluation examinations and the common end-of-semester exam. The scheduled internal assessment schedule is announced by the academic calendar. Three tests, quizzes, seminars, and assignments are given by the course instructor as part of the continuous internal assessment procedure. Under the direction of the principal, internal assessments are conducted centrally according to a common schedule. Students with low performance levels are given tutorial lessons as a corrective measure; staff members also give unit-wise assessments in addition to the main internal assessment.

All test and assignment results are entered into the internal mark register at the department level. Reforms including a centralized, carefully thought-out schedule, consistent seating arrangements, hall invigilation, prepared question papers in the proper format, student attendance monitoring, and script evaluation for responses are implemented by each department. The principal talks with department heads about the results of each internal evaluation and makes the required adjustments to improve performance.

File Description	Documents
Any additional information	View File
Link for additional information	https://rjmcc.ac.in/exam/

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

and efficient

The examination committee, which is chaired by the principle and is made up of a coordinator, an exam coordinator, and faculty members from several departments, is responsible for handling exam complaints. To ensure that the grades are accurate, the course instructor gives the students aggregated internal marks. In the event of a discrepancy, the instructor reviews the grades and makes the necessary adjustments. Students inform the course instructor when they believe their evaluation was unfair, and the instructor provides an explanation. If the student is not happy with the explanation, he or she can ask the Head of Department (HoD) for help. The HoD will then ask the course instructor for clarification and deal with the issue. To ensure that the grades are accurate, the course instructor gives the students aggregated internal marks. In the event of a discrepancy, the instructor reviews the grades and makes the necessary adjustments. Students inform the course instructor when they believe their evaluation was unfair, and the instructor provides an explanation. If the student is not happy with the explanation, he or she can ask the Head of Department (HoD) for help. The HoD will then ask the course instructor for clarification and deal with the issue.

File Description	Documents
Any additional information	View File
Link for additional information	https://rjmcc.ac.in/exam/

2.6 - Student Performance and Learning Outcomes

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

To ensure that teachers and students are fully informed about the specifics of the courses, the college has disseminated all of the information about its programs and advantages through a variety of media. The college website, help desk, prospectus, and booklets have all been used to do this. As a result, students have a clear understanding of why they have chosen a specific course of study, and teachers are more prepared for class. Additionally, learners are made aware of the relevance of the practical approach.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rjmcc.ac.in/pos-cos/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The College measures the level of achievement using both direct and indirect approaches. Due to its affiliation, the university has adhered to its established guidelines, which include the Internal Evaluation and University Examination. The heads of the UG and PG program departments were requested to evaluate whether the program had achieved its goals once the results of the university exams were announced. The final exam results were reviewed by each and every student who took it. After taking corrective action, a conclusion regarding the program's results is drawn from the analysis, and the batch for the following year is guided.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

147

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	NIL

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://rjmcc.ac.in/igac-feedback/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.075

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0.075

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.tanscst.tn.gov.in/myweb/uploads/2024/09/SPS-Result-2023-24.pdf

3.2 - Innovation Ecosystem

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

Since RJMCC holds that a quality education encompasses more than just academics, it has consistently underlined the significance of fostering a research culture. Undergraduates and postgraduates are encouraged to cultivate their research interests by engaging in oral and poster presentations with faculty members, despite the current system's restricted research opportunities. With appropriate assistance, the college's teachers and students can engage in research-oriented activities. Faculty members who deliver scientific papers at conferences have received travel reimbursements and registration expenses from the College. International publishing firms have published book chapters written by faculty members. In respectable international journals, they also review articles and are members of the editorial committee. Many of the faculty members earned their doctorates while working at the college, and they are constantly willing to improve the lab space in order to encourage PG students to pursue

research. The college started investing in equipment such as a cooling centrifuge, UV visible spectrometer, and digital biological incubator.

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

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

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

0

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

1

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

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

2

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

3.4 - Extension Activities

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

The institute's staff, faculty, and students plan a range of events to interact with the neighborhood. Faculty and students take part in community-based events like awareness campaigns, demonstrations, and seminars on topics like gender awareness, hygiene, the green environment, planting trees, and the empowerment of women and girls. The college's NCC units seek to foster leadership, self-discipline, self-service, and societal contribution while acknowledging the responsibilities of Indian citizens for the advancement and dignity of the country. Through a variety of initiatives, the RRC, YRC, and NSS groups all play a vital role in helping students cultivate a service mentality that will help them become responsible members of the nation.

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

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

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

0

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

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

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

10

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1117

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

3.5 - Collaboration

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

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

0

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

To stay up with the times and the changing demands of its students, RJMCC continuously improves its academic, technological, and physical facilities. There are two seminar halls with ICT facilities, five laboratories, thirty-two classrooms, and an auditorium. With its state-of-the-art, magnificent appearance, the main College block, which was recently built partially new with stone walls, adorns the campus in the middle and gives the college a unique stature. With labs, seminar rooms, and classrooms stretching on either side, it houses the College library and office. The Commerce Block, Language Block, Management Block, Auditorium, Gent's Hostel, and a tiny, lovely chapel close to the entrance are the other main structures. The infrastructure is sufficient to support the College's current extracurricular and academic programs. The approved strength in each course may be accommodated in the classrooms due to their ample size. The general atmosphere of the school supports students' overall growth. Teachers and students have been using the English language software "Globerina," which the college installed on 20 computer terminals, to enhance their language and communication abilities. We have purchased the Express Pro Digital software with 20 computer terminals based on suggestions from the NAAC peer team to enhance students' communication skills. Additionally, the Visual Communication (Viscom) lab has been upgraded with a fully equipped, industry-standard recording studio. Furthermore, the video lab is now furnished with multi-level cameras to facilitate hands-on learning experiences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rjmcc.ac.in/campus-life/#

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

In addition to academic pursuits, our college education provides students with access to cultural and athletic events. Events including drama, theme dance, solo dance, rangoli, and singing competitions were eagerly attended by our college students from the various departments. There is plenty of space at our campus to host cultural events. The institute understands how important teamwork and sportsmanship are to students. Sports and activities provide a friendly setting for learning this. The school offers sufficient sports facilities for this. The college is fortunate to have a large field for a variety of sports and team games. Both a 400-meter Standard Track for sports and a well-kept open space for physical activities are accessible. There are also sandpits for the shot put, javelin throw, high jump, and long jump. There are designated areas for outdoor sports like badminton, football, volleyball, throw ball, and khokho. Regular training helps interested students develop the confidence they need to take part in district- or state-level events. Periodically, there are also other events like physical training and March Past drills. Additionally, indoor activities like chess, yoga, and carom are played in the college auditorium.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rjmcc.ac.in/physical-education/

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

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rjmcc.ac.in/smart-classroom/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

10.47361

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

4.2 - Library as a Learning Resource

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

MODERN LIB: All of the books in the stock and reference area have their barcodes generated and pasted using library automation software for the barcode printer. The automatic circulation system can now begin using the books in the stock and reference department. In addition to automatic gate REGISTER and OPAC (Online Public Accessed Catalogue) services, library patrons were given library ID cards with barcodes for automated circulation.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 360 529 421">File Description</th> <th data-bbox="544 360 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 427 529 524">Upload any additional information</td> <td data-bbox="544 427 1436 524">View File</td> </tr> <tr> <td data-bbox="86 530 529 698">Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td> <td data-bbox="544 530 1436 698">View File</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File			
File Description	Documents								
Upload any additional information	View File								
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File								
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)									
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)									
0.335									
<table border="1"> <thead> <tr> <th data-bbox="86 1025 529 1086">File Description</th> <th data-bbox="544 1025 1436 1086">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1093 529 1153">Any additional information</td> <td data-bbox="544 1093 1436 1153">View File</td> </tr> <tr> <td data-bbox="86 1160 529 1220">Audited statements of accounts</td> <td data-bbox="544 1160 1436 1220">View File</td> </tr> <tr> <td data-bbox="86 1227 529 1395">Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td> <td data-bbox="544 1227 1436 1395">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Audited statements of accounts	View File	Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File	
File Description	Documents								
Any additional information	View File								
Audited statements of accounts	View File								
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File								
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)									
4.2.4.1 - Number of teachers and students using library per day over last one year									
12									
<table border="1"> <thead> <tr> <th data-bbox="86 1673 529 1733">File Description</th> <th data-bbox="544 1673 1436 1733">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1740 529 1800">Any additional information</td> <td data-bbox="544 1740 1436 1800">View File</td> </tr> <tr> <td data-bbox="86 1807 529 1904">Details of library usage by teachers and students</td> <td data-bbox="544 1807 1436 1904">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Details of library usage by teachers and students	View File			
File Description	Documents								
Any additional information	View File								
Details of library usage by teachers and students	View File								
4.3 - IT Infrastructure									
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi									

200 Mbps internet connections at RJMCC are essential for knowledge and skill updating, and they are made possible by wifi that is upgraded on a regular basis. E-learning and video conferencing are used in the seminar hall and auditorium to support the training program. Computers for NLIST access and WiFi for book updates are available in the library.

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

10.99506

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Buildings, classrooms, and labs are maintained by the management, which is represented by the secretary, principal, and college executives. Through the submission of requirements, the department heads notify the principal in advance of the significant annual maintenance work. The Principal plans and carries out the task in a timely manner after consulting with the Management. The management and college administration are in charge of regular upkeep and repairs, building renovations, campus maintenance, and resource distribution. The college secretary meets with the principal on a regular basis to obtain information about other minor requirements and to facilitate their fulfillment. The administrative officer is in charge of the campus's daily upkeep, including the cleanliness and orderliness of the labs, staff quarters, auditorium, classrooms and seminar halls. Under the AO's direction, the designated non-teaching staff members properly maintain the CCTV cameras and generators. The person in charge of the college library is In charge of the library is the librarian. Technicians are responsible for computer upkeep and upgrades. Facilities for cricket, badminton, basketball, volleyball, chess, and carom are available at the physical education department. All physical education lessons are handled by the PED.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

101

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

191

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

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

A. All of the above

File Description	Documents
Link to Institutional website	NIL
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

9

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

46

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

8

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Participation in the college's extracurricular, co-curricular, and academic activities is encouraged by RJMCC. In front of the HODs and IQAC coordinators, representatives elect Student Council

members unanimously. In addition to academic achievement, the selection process considers leadership abilities and high class grades. Members of the student council are in charge of planning and carrying out student events. He or she makes sure that all amenities, including electricity, water, and classroom cleanliness, are kept up to date. Members of the Student Council are urged to assist the head of department and staff in planning workshops, seminars, and extracurricular events. They are given the chance to discuss their academic needs as well as additional requirements for the benefits of their education. As a result, the students council members are able to improve their communication and leadership abilities.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

212

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

5.4 - Alumni Engagement

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

No registered Alumni Association

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The college's dedication to its vision and goal is by far its greatest strength. It seeks to empower young people via healthy higher education. Under the direction of the Management Committee, college governance is transformational, transparent, decentralized, and participatory. The chairperson, secretary, principal, department heads, external experts, and university nominees make up the nine members of the governing board. The organization creates high-quality policies for management, leadership, and governance. In line with the institution's vision and goal, policies are developed openly. The institution acknowledges the contribution of teachers to the translation of its purpose and vision statements. Teachers are involved in the creation, planning, and execution of policies through their service on the academic affairs, student affairs, grievance redressal, anti-ragging, examination committees and guidance. The administrative team's collaborative leadership, honed by years of experience, is evident in the governance's nature. The management ensures that the guiding concepts outlined in its vision and mission are applied to its policies, programs, governance, and leadership.</p>	

File Description	Documents
Paste link for additional information	https://rjmcc.ac.in/vision-mission/
Upload any additional information	View File

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

RJMCC supports and implements decentralization in all academic and managerial activities. To plan, discuss, and carry out the efficient operation of the institution, it has a number of academic and administrative committees made up of management representatives, the principal, student representatives, HODs, faculty, staff, industry experts, and alumni. Faculty members and students can readily communicate their demands and frustrations to the principal or department head. By assigning departments operational responsibility for obtaining goods and services with relevant quotes based on the requirements of the curriculum and current business trends, the college integrates decentralization. Through groups like the science club, green initiative club, and career guidance clubs, which are made up of both students and staff members, RJMCC encourages students to put what they have learned into practice. The principal, department heads, senior professors, and student representatives make up the institute's grievance redressal, anti-ragging, and discipline committees, which promote a calm atmosphere.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Viscom Lab was more practical for the students to use because it was fully furnished with audio and video equipment. For people with physical disabilities, ramps were erected. Institutional transportation services were centralized and new bus routes were established in response to student demand. A few facilities were completed and the men's hostel was remodeled. Smart TVs with video conferencing features were added, and new seminar rooms were

created. The automation of the library was commendable. Gate registers and book circulation were digitalized.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

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

The college's management committee is interested in every facet of the institution's growth. After the position has been advertised, interviewed, and recommended by the expert selection committee, the Principal is chosen based on experience and qualifications in compliance with UGC and university policies. A suitable selection procedure has been put in place by management to identify highly qualified individuals for the Principal role, which functions as the chief administrative head. The Head of the Department, who is chosen by the Management Representative after consulting with the Principal, is in charge of managing leadership at the departmental level. This person is chosen based on their seniority, performance review, dedication, and loyalty to the management. The HODs organize and carry out their departmental business in a collaborative and efficient manner, and they conduct departmental meetings every two weeks with appropriate minutes. As long as candidates fulfill the requirements set forth by the UGC or the designated university, appointments to teaching positions are also made only on the basis of their qualifications. The posts are properly posted, soliciting applications, and the selection committee interviews potential individuals before appointing them. The administrative setup is explained in detail by the organogram that is displayed in front of the principal's office. Faculty members are operating in accordance with the service norms, they are fully aware of.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	https://rjmcc.ac.in/organogram/
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

In an effort to foster unity and cohesion among its employees, the college offers a number of welfare programs for both teaching and non-teaching staff. Various distinguished scholars are asked to teach and equip staff members as part of the Faculty Development program, which is organized once a semester to improve staff performance efficiency. Every year, Teachers' Day is observed with activities aimed at promoting happiness and understanding in their line of work. The annual Women's Day celebration is held. One set of uniform clothing is given to security each year, and the wellbeing of non-teaching employees is also taken into account. Every semester, a staff enrichment meeting is held.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

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

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

Each year, the teachers must submit a self-evaluation form to the IQAC. This allows faculty members to participate in academic and administrative activities and provides insight into their personal evaluation of the effectiveness of their instruction. A teacher's

ongoing professional growth, including their attendance at conferences, seminars, publications, and paper presentations, can be understood through the appraisal. Data for appraisal is gathered by departments and sent to the principal. The faculty's appraisal is evaluated by the college's IQAC. Teachers who receive updates on their performance at every level can also use the performance appraisal to further their careers. It is recommended that teachers upgrade themselves if they have room for development. Suggestions are made and the relevant teacher is notified of this.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The council of the college's governing body is in charge of handling finances. The secretary and principal finalize the annual budget, which is created based on the requirements of the college's departments. The Christian Education, Health, and Development Society then discusses and approves the institutional budget after it has been submitted to the college's board members. To increase the institution's financial clarity and viability, an external audit is conducted once a year and an internal audit twice a year. The student's bank account receives a direct credit from the central government for the SC/ST scholarship maintenance payment. Based on the student's financial circumstances, tuition and scholarships are applied to any money received from private donors or individuals. The college receives donations, endowment funds, and other funds by check, DD, or NEFT. Online transfers are used for TDS and PF deductions, whereas NEFT is used for university fees.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)****2.10000**

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

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

Because the College is self-funded, run by a non-profit charity society without industry support, and situated in the most socioeconomically disadvantaged area of the state, fundraising is essential to maintaining the College's forward motion while keeping up with contemporary trends in higher education and providing significant services to the student body. Our student body, agricultural workers, coolies, and first-generation students all participated in a socioeconomic survey. Therefore, even though some of them receive government scholarships that are extremely small compared to what is given to students pursuing professional degrees, it was decided that it was necessary to both charge reasonable fees and offer scholarships to those who could not afford them. Many steps are taken to cut waste and wasteful spending while having limited financial and human resources. Another incentive for donors is the fact that any gift given by philanthropists and well-wishers is tax deductible due to the society's registration for tax exemption under Section 80 (G).

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays a vital role in ensuring the quality of the college's academic operations. Each year, it requests faculties to submit a self-evaluation form to inform students about new opportunities and challenges in the academic field, and to encourage faculty to foster a research culture. This process promotes faculty involvement in academic and administrative activities and provides insights into their teaching effectiveness. The evaluations help track a teacher's professional development, including their presentations, publications, seminars, and conferences. Departments collect appraisal data and forward it to the principal, and the IQAC reviews these appraisals. Teachers receive continuous feedback on their performance, aiding their career growth and encouraging improvement. The system operates transparently.

The IQAC has also initiated several measures to enhance the professional development of faculty and non-teaching staff, improving the educational environment by organizing Faculty Development Programs (FDPs) with internal and external resource persons. Reforms in the Teaching-Learning & Evaluation process include adding Course Outcomes (COs) and Program Outcomes (POs) to the instruction plan and implementing a Bloom's taxonomy-based internal question pattern.

File Description	Documents
Paste link for additional information	https://rjmcc.ac.in/iqac-events/
Upload any additional information	View File

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

In order to guarantee the caliber of the college's academic operations, the IQAC is crucial. The IQAC asks professors to submit a self-evaluation form each year in order to inform students about the latest and creative opportunities and difficulties in the competitive academic arena, as well as to inspire and urge faculty to cultivate a research culture in the academic field. This fosters faculty participation in academic and administrative endeavors and offers insight into one's own

evaluation of the efficacy of instruction. The evaluation can be used to understand a teacher's ongoing professional development, including their presentations of papers, publications, seminars, and conferences. Data from appraisals is gathered by departments and sent to the principal. The college's IQAC reviews the faculty appraisals that are submitted. Teachers are constantly informed about their performance at every level, which helps them grow in their careers. Teachers are encouraged to progress if they have the opportunity to do better. The system as a whole operates in an open and transparent way.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rjmcc.ac.in/mom-atr/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

In order to grow young boys and girls from the rural setting into morally upright adults, the college is dedicated to providing them with a high-quality education. The college's founding concept and vision are to improve economically and socially underprivileged areas by giving them access to high-quality higher education and helping them become well-rounded individuals with the skills they need to live better lives. As a coeducational institution, the college placed a special emphasis on advancing gender parity in higher education to help female students from underprivileged backgrounds take advantage of their educational prospects. RJMCC provided scholarships to female students from underserved neighborhoods. It's a real success story in terms of achieving our objective. Gender parity and inclusivity in our higher education system have been achieved at RJMCC. The college created a Center for Women's Empowerment in response to the call for women's empowerment. The main objective of this facility is to educate and empower women in order to help them reach their maximum survival potential.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The College follows the "reduce and reuse" motto to cut down on trash production. The majority of the campus's unreclaimed wastewater is used for landscaping. The food waste produced in the college canteen and hostel mess is collected by the local livestock farmers. The creation of e-waste is decreased by maximizing the reuse of computer accessories. Computers are employed in college for a number of purposes, from documentation to instruction. The college campus is equipped with a number of dustbins for the collection and appropriate disposal of solid waste. Although biochemistry labs don't employ a lot of radioactive and hazardous materials, effluent containing experimental chemicals is significantly diluted before being released as sewage. We have made the decision to employ cost-effective strategies to control degradable and non-degradable waste.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**

A. Any 4 or All of the above

3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

All students, regardless of their gender, caste, creed, or socioeconomic status, are given equal opportunity at the college. Every one of them receives the same level of care and attention. Administrators and educators go out of their way to offer chances for general growth. The mentor-mentee relationship is very beneficial in determining their financial, familial, health, and personal needs as well as providing potential assistance to help them get over obstacles. To ensure that no one is left behind or unappreciated, our teachers practice giving extra academic support in the form of tutorials to low achievers and pushing and motivating the top performers to reach even greater heights. In certain years, even university rank holders are generated, despite the fact that the majority of new college students receive average or below-average grades. In a same vein, the college hosts intellectual, cultural, and athletic events all year long to foster their abilities and give them chances to succeed in their chosen fields. Once more, this facilitates their overall growth. Students from extremely low-income families, children of single parents, orphans, and others in dire need of financial assistance are eligible for various forms of student aid.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Through raising awareness of the institution's constitutional duties regarding citizens' rights, values, and responsibilities, RJMCC empowers its staff and students to act responsibly. During the regular academic year, the institute held events on topics such as Swachh Bharat, cleanliness, health and hygiene, plastics bans, blood donation camps, and Aids awareness. In order to prepare students to be responsible citizens, NSS units support them and hold events such as consumer awareness seminars and student and faculty voter awareness pledges. Frequent flag raising ceremonies and Republic Day and Independence Day festivities always inspire patriotism and make staff and students glad to be Indian. Daily morning assembly is conducted, Beginning the day with a structured assembly helps set a positive and focused tone. It encourages students to approach their studies and activities with enthusiasm and a positive mindset. Through the activities such as recitations, motivational talks, and reflections, the assembly helps instill important values and discipline. It encourages students to develop good habits and a strong moral compass. Recognizing and celebrating the achievements of students and faculty during the assembly boosts morale and motivation. It provides an opportunity to acknowledge hard work and success, inspiring others to strive for excellence.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1u9JRORdi5eTsRwjRCIjHodrtxKvOUtre/view?usp=drive_link
Any other relevant information	<u>NIL</u>

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

4. Annual awareness programmes on Code of Conduct are

D. Any 1 of the above

organized	
File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals	
<p>The institution honors commemorative days and events on a national and worldwide level. Republic Day and Independence Day are observed on a regular basis. Both students and faculty took part in the event with great enthusiasm. Raising the flag and participating in patriotic cultural events are highly valued during the festivities. Every year on February 28th, RJMCC celebrates National Science Day. To encourage the student body to be more interested in science, science departments host activities such as science exhibitions, poster presentations, and drawing contests. We celebrate International Women's Day on March 8th every year. On this day, the Women Development Cell conducts awareness programs on health and hygiene for female students and faculty members.</p>	
File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File
7.2 - Best Practices	
7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.	
Best Practices-1: Title of the Practice: Educating young minds	

beyond their economical barriers and hindrances to get good higher education.

Most Students in RJMCC are dealing with generational debt, poor living circumstances and financial hardship. The college's basic principles and vision are to improve the economically and socially underprivileged community by giving them access to high-quality higher education and helping them become entire individuals with skills for both life and work. Getting students over their obstacles and barriers to a quality university degree is one of RJMCC's services and makes it possible with financial aid, helping the students in overcoming their financial barriers.

Best Practices-2:

Best Practice: Daily Morning Assembly for Students

In the fast-paced academic environment, students often miss out on opportunities to connect with their peers and faculty outside the classroom. A structured morning assembly can serve as a daily touch point, fostering a sense of belonging and community. It also provides a consistent platform for disseminating important information and reinforcing the college's values and culture.

File Description	Documents
Best practices in the Institutional website	https://rjmcc.ac.in/best-practices-distinctiveness/
Any other relevant information	https://rjmcc.ac.in/best-practices-distinctiveness/

7.3 - Institutional Distinctiveness

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

Empowering the rural youth from the marginalized communities with higher education and enabling them to succeed in life and carrier.

The College aims at providing quality education among the youth in this territory. The vision and the founding philosophy of the college are to uplift the socially disadvantaged community through

providing access to quality higher education and develop them as wholesome persons with life and livelihood skills. Being a co-educational college special focus was on promoting gender equity in higher education so those female students from deprived backgrounds are additionally supported to avail his/her educational opportunities. The data on enrollment of girls and boys from the marginalized communities for the past 5 years have been analyzed. SC students enrolment is 48% in 2018-2019, 50.5% in 2019-20, 36.5% in 2020-21, 38.68% in 2021-22, 41.52% in 2022-23 and 39.63% in 2023-24. Every year the enrolment percentage of SC students is increased. This is a real success story as far as the fulfilment of our vision is concerned. We have been able to achieve inclusiveness and gender equity in our higher education system at RJMCC.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Reorienting senior students in the first week for better cooperation and performance
- FDP on Bloom's taxonomy, evaluation strategies and use of ICT tools
- More effective usage of Library resources allotting library hours with faculty supervision
- To introduce Additional course options to I & II yrs also to enhance curriculum options
- Strengthen placement training and activities
- Augment the Biochemistry lab facilities for PG lab work
- ensure campus security by installing more CCTV camera at strategic points
- enrich student learning through more IVs, webinars, intercollegiate seminars and guest lectures