Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**MLA ACADEMY OF HIGHER LEARNING**
Name of the head of the Institution	**Padmaja P.V.**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**080-23462632**
Mobile no.	**9845434477**
Registered Email	**mla_hl@yahoo.co.in**
Alternate Email	**padmajavenkat123@gmail.com**
Address	**15th Cross Malleswaram**
City/Town	**Bengaluru**
State/UT	**Karnataka**
Pincode	**560003**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Ms.Suma T S**
Phone no/Alternate Phone no.	**08023462632**
Mobile no.	**9844356043**
Registered Email	**sumarao7801@yahoo.com**
Alternate Email	**iqacahl@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mlaahl.edu.in/wp-content/uploads/2021/01/AQAR-2017-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://mlaahl.edu.in/wp-content/uploads/2021/03/coe-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.32**	**2014**	**05-May-2014**	**04-May-2019**

6. Date of Establishment of IQAC

12-Jul-2011

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
Organized a Seminar on Innovation management and intellectual property	**17-May-2019** **1**	**70**

rights		
Organized a staff development program on	27-Dec-2018 1	22
Organized an FDP on Stating and measuring the attainment of PO	30-Jun-2018 1	16

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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
Nil	Nil	Nil	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**17**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Significant contributions made by IQAC during the current year (Maximum five bullets) The IQAC in the college aims at developing an integrated framework that unifies the whole institution as a single unit in the process of Quality Assurance. The democratic and inclusive nature of working of IQAC is a prime step in that direction. Serial No Date of conducting activity Name of quality initiative by IQAC 1 30th June 2018 Organized an FDP on Stating and measuring the attainment of PO's, CO's and PSO's 2 17th May 2019 Organized a Seminar on Innovation management and intellectual property rights in association with VTPC with specific focus on copyrights, trademarks, patents and TRIPS as essential tools in entrepreneurship for the PG Students 3 27th December 2018 Organized a

staff development program on Group Dynamics 4 13th April 2019 Organized a development program for support staff on Investment Planning 5 201819 Introduction of Administration software 6 Sept19 Conducted IQAC Audit by external expert 7 14th August 2018 Presented tentative plan of action for SSR preparation to Management 8 201819 Preparation for 2nd cycle of accreditation by NAAC

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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
Organise a FDP on stating and measuring the attainment of POs, PSOs and Cos	Organized an FDP on Stating and measuring the attainment of PO's, CO's and PSO's
Organise a Seminar on Intellectual Property Rights	Organized a Seminar on " Innovation management and intellectual property rights" in association with VTPC with specific focus on copyrights, trademarks, patents and TRIPS as essential tools in entrepreneurship for the PG Students
Introduce Administration software	Introduction of Administration software
Organise Staff development program	Organized a staff development program on "Group Dynamics"
Preparation for Second Cycle of Accreditation by NAAC	Orientation to all Teaching and Non teaching staff members on new NAAC Manual for Accreditation, Plan of Action for second cycle of Accreditation process.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Council	**14-Aug-2018**

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	**2020**
Date of Submission	**28-Jan-2020**

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Give a brief description and a list of modules currently operational (maximum 500 words) A brief description about the modules currently operational at the Institution with regard to the management of information is provided below: Administration Process: The Institution has customised administration software which acts as a platform to provide to information about students from their entry to exit. This platform saves time and reduces paper usage. This software deals with the following functions of the college: • Admission • Attendance Management of students • Recording of student academic performance both at college and university level • Details of scholarship and financial assistance provided to the students. • PDC generation SMS Package service is opted with a local vendor to communicate information to the students and parents on academic related matters Installation of digital notice board in the college campus Library Process: The college has dedicated UG and PG libraries which are fully automated using Integrated Library Management System (ILMS). For all library transaction LIBSOFT Software is used. The Library adopts Open Access Method for accessing the physical books. The web based Library software with OPAC (Online Public Access Catalogue) provides information about the books. Various reports can be generated with the help of LIBSOFT, which is useful for managing the centre. OPAC (Online Public Access Catalogue) Online Public Access Catalogue facility is made available to all through remote access. Remote access of e resources of the library for the faculty and students as WEBOPAC is installed in the libraries. The libraries' server is an added advantage for the faculty and students in terms of storage of learning material and accessibility. Finance and Accounts: The college uses Tally ERP 9 software for all its activities in the area of Finance and Accounts.

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

The institution follows effective curriculum delivery through a well - planned and documented process: Below mentioned points provides a complete overview of the process followed: • The institution prepares its calendar of events to conform with the University calendar of events. Workload is allocated to teachers at the e beginning of the semester to give them ample time to prepare for class. • Teachers are also allocated with responsibilities for individual forums/cells/committees • Teachers make individual presentations of their goals for the semester as a teacher stressing on their role in class and as a coordinator focusing on their duty to organize and conduct activities. • A lesson/unitized plan is also prepared for the semester where the teaching methodology is also highlighted for relevant modules. • The Calendar of events is prepared allocating dates for all forum activities, seminars, conferences, parent teacher meeting, tests, preparation and submission of IA marks. • A consolidated timetable for classes is prepared scheduling the required number of classes per teacher per subject and the same is reflected on the notice board for the students. Classes are also allocated for value/mentoring and yoga classes. • Teachers conduct a class test to assess the learning levels of the students and based on that assessment, the teaching methodology is adopted. • Teachers organize BTalks, guest lectures, workshops and industrial visits by experts from the industry and academia to complement classroom teaching. • Certificate courses are organized to bridge the gap between the campus and corporate. • Teachers are encouraged to use technology while teaching apart from the chalk and talk method. Innovative classroom pedagogy like brainstorming, group discussion, mind and concept mapping, and role play are encouraged in the class. • Teachers document every detail in individual work diaries to keep track of their day. A monthly performance report is prepared who records information about his/her classes, participation in ISR activities, help extended to slow and advanced learners and any other information that they would like to bring to the notice of the head of the institution. • Regular tests, assignments and continuous monitoring by the teachers in class ensure an effective system in the institution. • A parent teaching meeting once a semester facilitates effective student supervision. • The attendance register and the work diary are submitted to the principal for perusal at the end of every week. • Scope is given for reinforcement (remedial) classes on need basis. • At the end of the semester, the marks from the tests, attendance and assignments are collated to arrive at the IA marks. • Students are encouraged to participate in extra-curricular and co-curricular activities and their participation is documented as CC/EC marks as specified by the University. • The teachers at the end of the semester prepare a presentation to review their accomplishments, any gaps and reasons for them. • All relevant documents for mentoring, value class, work diaries and forum documents are submitted to the principal at the end of the semester.

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
Certified Professional course on GST	Nil	24/07/2018	Nil	Employability/ Entrepreneurship	Practical interpretation of GST concepts,

				compliances, filing of returns and insights to documentation
Accounting Technician	Nil	08/08/2018	Nil	Employability	Accounting skill enhancement
Technical analysis in Stock Market	Nil	16/08/2018	Nil	Employability/ Entrepreneurship	Stock trading skills
Business Analytics	Nil	02/04/2019	Nil	Employability skills	Hands on experience in Data Analytics

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Nill	24/07/2018
BBA	Nill	24/07/2018
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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
BBA	Nill	03/07/2014
BCom	Nill	03/07/2014
MCom	Nill	18/08/2014

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

	Certificate	Diploma Course
Number of Students	337	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
Business analytics	02/04/2019	38
Goods Services and Tax	24/07/2018	52
Accounting technician	08/08/2018	38
Technical analysis of Stock Market	06/08/2018	38
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships

BCom	Internship at Candidscape Pvt. Ltd.	1
BBA	Internship at Christel House India	2
BCom	Internship at V4U Manpower Pvt. Ltd.	2
BCom	Internship at Vishwas Gurukula	7
BCom	Internship at UCO bank	15
BCom	Internship at Youth for Seva(YFS)	9
BBA	Student Projects	30
MCom	Student Projects	38
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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

Curriculum feedback is collected manually or through online mode through a well-structured questionnaire from students, teachers, employers, alumni and parents. The feedback so collected is analysed statistically and data is compiled. The analysed feedback is used to augment the curriculum by introducing new courses or programs as per the suggestion made by the respective group of stake holders. Students and Alumni: The feedback is taken from alumni students and also from final year students regarding relevance of curriculum and on the basis of their suggestions, various certificate courses are conducted. Students are also taken for field trips/Industrial visits to bridge the gap between academia and industry. This helps to make the study more practical and reduces the gap between theoretical knowledge and practical application of the same. Interactions with alumni members are arranged on regular basis. This has increased our students' awareness and helped to bridge the gap between campus to corporate. Teacher: Teachers feedback regarding the curriculum too is taken and analysed at Departmental level. It is compiled and communicated to the BOS members and syllabus revision committee members of the University by mail or during meetings. Parents: Feedback from Parents are collected every year personally in Parents Teachers meetings. Data collected is analysed and compiled at Institute level and necessary suggestions are deliberated. Industry Experts: Placement cell of the college collects feedback from employers during recruitment drives and the suggestions are used to introduce new short term certificate programs or conduct programs in areas which need student improvement.

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
MCom	Accounting and Taxation	40	35	34
BCom	Accounting and Taxation	180	294	122
BBA	Finance	60	146	29
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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	211	24	14	2	2

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	Numberof smart classrooms	E-resources and techniques used
17	17	8	11	2	5
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

The College has a mentoring system where a group of students are assigned to individual teacher. They mentor the students on academic performance and attendance. They also monitor students participation in various certificate programs, skill development programs, extension activities conducted by the college has students are also evaluated based on their participation in curricular and extra-curricular activities. The mentoring system work in the following way: • Every week mentoring session is allotted in the timetable for half an hour during which the mentors meet the mentees in group. • The mentors will also meet mentees on need basis. • Each semester one Parent Teachers Meeting is conducted during which the mentors talk to their mentees parents about their mentees performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
370	16	1:23

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
16	16	0	0	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)			
Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.P.V.Padmaja	Principal	Achievers Award in recognition of achievement in the field on Education on the FKCCIs International Womens Day Celebration 2018
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BCom	BCom	1	30/10/2018	22/01/2019
BBA	BBA	1	30/10/2018	22/01/2019
MCom	M.Com	1	10/01/2019	13/05/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Being an affiliated institution we follow 70:30 pattern where-in out of 100 marks per subject 70 marks come from final Semester End Examination (SEE) and 30 marks from CIE. Continuous Internal Evaluation (CIE) is an ongoing process and is based on attendance, assignments and two internal examinations. The Institution has a well established Test and Examination Committee comprising of Principal, Faculty Members and Administrator to monitor and conduct all activities relating to Test and Examination in a systematic manner. CIE System at the Institution: 1) The institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development 2) Students are made aware of the evaluation process through: orientation programs at the beginning of the semester, through Academic Calendar in student information manual , mentoring sessions and Display of test time table on the college notice board 3) Sharing of test scores with parents during the Parent Teacher Meeting 4) Revision/Remedial/Reinforcement classes are conducted to help slow learners' 5) CIE system supports and encourages the students representing the institution in any Extracurricular and Co curricular activities by providing them a chance to appear for re test 6) The components of CIE not only works towards enhancing academic skills but also tries to promote life oriented skills through various value added programs 7) Topic wise question banks are provided for all subjects 8) Students are encouraged to solve previous years University Exam question papers 9) Assignments are given by faculty members to improve the quality of answer

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

The institute has a well-defined standard operating procedure to develop the academic teaching plans and it follows a well-defined Calendar of Events (COE) prepared by the IQAC at the beginning of every semester. A comprehensive academic plan for the semester is drawn in the faculty meet prior to the commencement of the academic year. The COE comprises of both academic and activities calendar. It is prepared taking into consideration the University calendar, vacation, holidays. The Academic Calendar will specify: The date of commencement of classes Internal test dates Last date for Submission of test question paper Last date for submission of test marks Last working day Last date to submit IA marks Activity Calendar will include major events, functions, activities, competitions, industrial visits etc. Subject allotment is done well before the commencement of the semester to give ample time for the faculty members to prepare for the courses. Consolidated time table is prepared by the Time Table Committee and is made available to all the students and faculty members. Changes to the permanent time table is made on need basis for effective utilization of classes. Regular staff meetings are conducted to ensure adherence to the schedule given in the Calendar. In case of any deviations, reworking is done to ensure smooth functioning of the activity. Adherence to Academic Calendar is achieved by conducting extra classes sometimes even on Sundays.

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)

https://mlaahl.edu.in/wp-content/uploads/2022/04/Pos-Cos.pdf

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
C42	BCom	Accounts and Taxation	59	54	92
C26	BBA	Finance	30	29	97
MCOM	MCom	Accounts and Taxation	38	38	100
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2.7 – Student Satisfaction Survey

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

http://mlaahl.edu.in/wp-content/uploads/2021/07/SSS-18-19-report.pdf

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
Nill	0	Nil	0	0
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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
Triple I Seminar on "Digital Disruption-Challenges and Opportunities on jobs"	Industry Institution Interface Cell	18/08/2018
Seminar on "Innovation Management and Intellectual Property Rights" with special focus on Copy rights, Trademarks, Patents and TRIPS in association with VTPC.	Intellectual Property Rights Cell and IQAC	17/05/2019
Conference on Contemporary Issues and Challenges in Finance and Banking	MLA AHL	05/03/2019

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
Nil	Nil	Nil	Nill	Nil

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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
Nil	Nil	Nil	Saturday Start Up	Food stalls, Terracota and Silk thread Jewelery	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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)
International	Commerce Management	1	Nill

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
Commerce and Management	5
English	1

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
Nil	Nil	Nil	Nill	Nill	Nil	0

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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
Nil	Nil	Nil	Nill	Nill	0	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	9	3	0
Presented papers	1	4	0	0
Resource persons	0	0	0	0

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
Blood Donation Camp	Shrutha Voluntary Blood Bank and Gandhi Sahithya Sangha (NSS)2	2	5

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
MLA AHL for conducting blood donation camps at the college maximum number of times	Certificate of Appreciation	Government of Karnataka, Ministry of Health and Family Welfare, Karnataka State Aids Prevention Society, Karnataka Blood Donation Society, Lions club International District 317A and Lions Blood Bank	110

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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 activites	Number of students participated in such activites
Voluntary Blood Donation	Shrutha Voluntary Blood Bank and Gandhi Sahithya Sangha (NSS)	Blood Donation Camp	2	5

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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
nil	0	nil	0

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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
Internship	Operation Analyst	Operation Analyst	01/06/2018	01/09/2018	1

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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
Milestone Academy	20/03/2019	Provide Banking exam coaching to	151

		the students of the college	

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
950000	656586

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSOFT	Fully	LIBSOFT 9.8.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2047	499534	215	74075	2262	573609
Reference Books	736	370024	28	30000	764	400024
e-Books	0	0	0	0	0	0
Journals	36	86654	0	0	36	86654
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	486	0	125	0	611	0
Others(specify)	833	157837	149	34219	982	192056
Others(specify)	550	96951	65	8168	615	105119

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

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-

		is developed	content
Ashwini V	Introduction to Financial System	Ms Powerpoint	09/08/2019

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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	87	60	3	0	0	5	3	100	0
Added	0	0	0	0	0	0	1	0	0
Total	87	60	3	0	0	5	4	100	0

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

100 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
Nil	Nill

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 incurredon maintenance of physical facilites
1180000	1275152	2985000	1273973

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)

A budget is made which takes care of expenses and any contingency. Staff students is free to use all the facilities available within the campus. In case of any damage to any facilities necessary follow up is done and steps are taken to fix whatever is damaged. The upkeep of the classrooms is taken care of by the housekeeping staff. The computer lab works from 9:30 am to 4.00 pm. Based on needs and requirements are opened till 6.00 PM on certain days The lab facilities are open to all the students and teachers for academic purpose. Classes are conducted in the lab according to the timetable. Certificate courses like Tally, Advanced Excel, Equity and Business Analytics are conducted in the college without disrupting the regular classes. The college has an AMC with service providers Messer Microcomp Solutions for the upkeep and up gradation of IT facilities. The vendor has appointed a dedicated systems admin to oversee the maintenance onsite and he is available in the college during the working hours. The components include: • Computers in the computer lab, UG and PG Libraries • Laptops, UPS • TV, LCDs • CCTV Cameras, Smart boards. There are 2 libraries: the UG and PG libraries and the upkeep are taken care of by the concerned office assistants. The libraries work from 9:30 AM to 5:00 PM. The library maintains a gateway register for both students and staffs. The

libraries follow a system of open access of issuing books. Students are issued with library cards. New books are issued to the students after the previously borrowed books are returned. Teachers are allowed to take any number of books. The library is equipped with Libsoft and WebOpac software and they are under an AMC with a vendor Environ software pvt ltd. • There is a separate reference section for both students and the staff. • There is a Reading area with magazines, periodicals and newspaper. • There is uninterrupted internet connection and LAN facility. The College website is updated regularly by an office staff member. The website is maintained by Monnet Digital India Pvt. Ltd. under an AMC. The Business lab acts as an incubation center for research, entrepreneurial thinking and displays models, posters, projects and documents relating to management functional areas. Certain facilities are taken care of by the parent body by their approved vendors. These include maintenance: • Furniture, electric fittings/wiring • Water Filters and coolers • AC in the Seminar Hall. All aspects of sports procurement and maintenance is handled by the sports committee. Preparation and allocation of sports budget, organization of sports events, practice and procurement of sports items is coordinated by sports committee. Students use sports material with prior notice to the Physical Education Director. A stock verification of all equipment and furniture is conducted and a report is prepared about the requirement of new equipment, replacement of the old and modernization of machines/software. The college has an elevator for use and it is maintained through AMC.

http://mlaahl.edu.in/wp-content/uploads/2021/04/Maintenance-And-Utilization-Policy.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1.Founders Day-Financial Assistance 2. Prize Endowment Fund	75	237400
Financial Support from Other Sources			
a) National	1. Social Welfare Department Scheme 2.Tribal Welfare Department Scheme 2.Other Backward Class 3.Minority Scholarship	145	898870
b)International	Nill	Nill	Nill
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 implemetation	Number of students enrolled	Agencies involved
Yoga and Meditation	15/10/2018	369	Ms.Kinjal Joshi (Certified Yoga Trainer)
Personal Counseling and	12/07/2018	370	Inhouse faculty members for

Mentoring			mentoring, One professionally trained faculty member and External in house counselor for counseling
Remedial Coaching	26/11/2018	265	Mr.Yeshas from MES college, Mr.Shivakumar from Seshadripuram college and Inhouse faculty members
Bridge Courses	26/06/2018	140	Inhouse Faculty members
Soft skill Development	02/01/2019	106	Academy for Creative Teaching, #480,6th Main, HMT colony, R. T .Nagar,Bangalore-32
Career Counseling	18/07/2018	1132	Nill
Guidance for competitive exam	25/02/2019	64	Milestone , #753, 1st Floor, 5th Cross Triveni Road, Diwanrapalya, Bangalore-54 and NETcoaching by experts
Guidance for competitive exam	25/06/2018	87	CL Educate Ltd, A-41, Mohan Cooperative Industrial Area, Near Mohan Cooperative Metro Station, New Delhi-110044
[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 passedin the comp. exam	Number of studentsp placed
2018	Guidance for competitive exam	151	0	72	72
2018	Career Counseling	0	286	0	0
[View File](#)					

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
16	16	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Capgemini	46	11	Nill	Nill	Nill
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	19	Bcom	Commerce	AIMS, peenya	MFA
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
NET	2
View File	

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

Activity	Level	Number of Participants
Habba (Inter class off stage events)	College	80
Bhavayami (Inter College Cultural fest)	College	300
Teachers Day Celebration	Inter college	100
Kalanjali – On stage Events	College	75
Workshop from Disha	College	100
Talents day	College	30
Sports Election	College	10
Annual Athletic Meet	College	150
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	2nd Place in National Level Yoga Championship – 2018	National	1	Nill	B1821610	Harsitha L
2018	4th Place in National level Yoga Championship-2018	National	1	Nill	C1838207	Aishwarya Shivakumar
2018	6th Place in National level Yoga Championship-2018	National	1	Nill	C1838233	Deepika. S.N
2018	6th Place in National level Yoga Championship-2018	National	1	Nill	C1838293	Shilpa.M

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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)

Formation: Students are the important stake holders of the Institution. It has been a norm to have student representation in the functioning of the Institution. Institution has an active student council. The members to the council are elected by having elections at the beginning of every academic year immediately after the reopening of the college. Elections are conducted with properly laid down rules and regulations. All the students get to exercise their votes to elect their representatives. The council elections have gone digital from last 3 years prior to which it was done manually. It's a body which comprises of only students from all the classes. The council has a very important role in all the activities and functions conducted in the institution and they play a major role in decision making. The council activities commence with the inauguration of the Student Council and Investiture ceremony where the office bearers of student council and other allied forums take oath as office bearers. The college Student council provides an excellent platform for a democratic participative management infusing a sense of leadership and commitment. Composition of the Council: The President, General and Joint Secretaries form the core council. The individual Class and Sports representatives represent their classes and bring their concerns to the notice of the office bearers. Functions: • The Council members monitors various academic and socio-cultural events in the college • Maintain overall discipline on the campus • Coordinate all extracurricular activities and annual festival of the college • Plays a significant role as volunteers in conferences, workshops, sports events and other functions • Student council members are given representation in some working committees of the college • The council

provide valuable feedback regarding curriculum, teaching learning and evaluation process. • The Students Council plays an important part in encouraging and motivating students to participate in existing student oriented programs of the college such as NSS, Eco club, activities relating to the language clubs • College allocates budget for conducting various events that the Students' Council has to carry out. The Council is free to arrange for sponsorship from different organizations to fund its activities after a formal approval by the Student Welfare Officer and the Principal.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution takes extreme pride in all of its alumni because of their achievements in various areas. We have active alumni association since 2011 and it is recently registered. The alumni meet is organized twice a year by alumni association. One of our teaching faculty members who is also an alumni of the college is IQAC representative. The Alumni meets with the current batches and expose them to experiences and knowledge necessary in the work environment. They encourage them to network. The alumni also share their accomplishments. They are invited as speakers and guests for student related activities, guests for inter class and inter college management and cultural fests. Alumni also have supported college in placement and Internship.

5.4.2 – No. of enrolled Alumni:

488

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

6000

5.4.4 – Meetings/activities organized by Alumni Association :

02 meetings Alumni forum began its activities with an alumni meet on 9th June 2018 and elected office bearers for the year.. Ms.Sowmya.R alumni of M.Com program was invited as judge for singing competition in Kalanjali. In the inter college fest Bhavayami four of our alumni students from M.Com, B.Com and BBA were invited as judges for various events. On 28th September 2018 alumni association got registered. Alumni association committee members met to seek approval from the members for opening separate bank account in the name of the association and also sought approval for receipt and payment. On 23rd March 2019 alumni association felicitated 5 alumni members for their achievement in their area of work.

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)

The institution functions on collective leadership. There is leadership at every level which focuses on the initiatives, direction and performance.The institution believes in collective leadership and participative management. The decisions affecting the overall growth of the institution are taken at the management level in consultation with the principal, governing council and IQAC. Decision making process is decentralized to the various levels. Principal with the IQAC members in IQAC meetings take decisions relating to the internal functioning of the college.. The program co-ordinators of BBA, B.com and M.com take care of the day to day functioning of the academic work of the respective programs. They also procure books for library and prepare course information

manual with the help of the subject teachers. The functioning of the college is carried out through various committees and forums. These committees/forums/cells are empowered to take decisions, plan and execute the programs and have manuals specifying objectives, functions and process. Sufficient resources are allocated for these to work effectively. Two of our faculty members are a part of Governing Council and Principal is the Ex-officio of the same. Smt.Lakshmi.V, Hon.Jt.Secretary, MLA is the member of IQAC. Faculty members and non-teaching staff with IQAC are involved while preparing the semester plans and calendar of events of the college. The teaching and non-teaching staffs are part of various committees and sub-committees while organizing events and fests.

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

Partial

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	10 add on courses have been offered during the year
Teaching and Learning	Augmentation of IT infrastructure for ICT enabled teaching and learning.
Research and Development	Conducted research workshop for faculty and PF students to inculcate research culture with 7 publication in UGC notified journal Extension: Received 5 appreciation letters from various recognized bodies for carrying out extension activities under NSS and YRC. 92 extension programs have been carried out by NSS, YRC and Eco club of the college
Library, ICT and Physical Infrastructure / Instrumentation	Setting up of: Pantry cum separate room for support staff and installation of fire safety devices

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

E-governace area	Details
Administration	Ms. Aparna, Free Lancer, Software developer Mob.-91-9008002653
Student Admission and Support	Ms. Aparna, Free Lancer, Software developer Mob.-91-9008002653

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Asha .K	National Conference on Rshaping	Sri Bhagawan Mahaveer Jain College, K.G.F	800

| | | Business Opportunities in the Digital Era | | | | |

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)
2018	FDP on Stating and Measuring attainment of COS POS PSO	Nill	30/06/2018	30/06/2018	13	Nill
2018	Staff development programme on Group Dynamics	Staff development programme on Group Dynamics	27/12/2018	27/12/2018	13	9
2018	Nill	Finance Education for Staff	03/01/2018	03/01/2018	1	7
2019	Faculty Development Program On "E-Resources for Academic Research in commerce management"	Nill	09/02/2019	09/02/2019	13	2
2019	FDP on data analysis and interpretation In business research Methodology -- Data Analysis – Interpretation Preparation of Publishabl	Nill	26/03/2019	26/03/2019	13	Nill

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on Using Blended MOOCs in Management Education.1	Nill	11/08/2018	11/08/2018	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	4	15	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.Earned Leave 2.Maternity Leave 3.Gratuity benefits 4.EPF	1.Earned Leave 2.Maternity Leave 3.Gratuity benefits 4.EPF 5.ESIC benefit	1.Scholarship/Financial Assistance 2.Book bank Facility for advanced learner

6.4 – Financial Management and Resource Mobilization

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

Malleswaram Ladies Association, the parent organization established in 1927 (Pre-independence period) is known in the locality for its values and contribution to education. It believes that every rupee contributed by the philanthropist and fees collected from the students should be utilised judiciously and it must also be accounted properly. Our institution MLA Academy of Higher Learning following the footsteps of parent organisation has institutionalised ethical governance and transparency and it has implemented proper accounting and auditing using Tally ERP system. An internal auditor is appointed by the parent organisation who carries out regular internal audit. There is no objection pointed out during the last five years by the internal auditor. An interim audit is done in the middle of the accounting year and the final audit is done at the end of the accounting year by the external auditors JAA and Associates. Financial year Name of the Auditor Auditing Objections Settling Mechanism 2018-19 JAA and Associates. Nil NA The audited annual accounts are placed and accepted in the Governing council meeting and are also reflected in the college website.

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
Financial Assistance from Philanthropers through Management	185550	Financial assistance

6.4.3 – Total corpus fund generated

15000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inquiry Committee of Bangalore City University	Yes	IQAC
Administrative	Yes	Local Inquiry Committee of Bangalore City University	Yes	IQAC

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

. College conduct Parents Teachers meetings once in a semester • Teacher mentors update parents about the progress of their wards • In the event of Attendance defaulters or Discipline related issues, teacher coordinators of Discipline and Attendance monitoring committee meet the concerned parents to intimate their wards absence or indiscipline behaviour as the case may be and warned about the possibility of not being allowed to sit for the examinations or being disallowed for admissions in the forthcoming year.

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

• Organized a development program for support staff on financial education (Investment Planning) • Setting up of Pantry cum separate room for support staff • Organized a staff development program on Group Dynamics". • Orientation to Administrative staff on Administrative software.

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

• Establishment of Skill Development Cell (Kaushal Vrudhi Kendra) to offer certificate and add on courses • Strengthening linkages with industry and NGOs with establishment of Industry Institution Interface cell. • Augmentation of IT infrastructure for ICT enabled teaching and learning. • Re stating the Vision and Mission Statement of the Institution • Focus on achieving 100 placement of students

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Conducted Induction	05/07/2018	05/07/2019	11/07/2019	130

	and Orientation program for the new students				

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment is a myth in developing countries	15/02/2019	15/02/2019	70	Nill
Workshop on Women Entrepreneurship	08/03/2019	08/03/2019	16	1
Women's Day Celebration - Lecture on "Feminity - an Indian Perspective"	12/03/2019	12/03/2019	248	Nill
Intercollegiate Student Symposium on Women Empowerment -Challenges and road ahead.	03/05/2019	03/05/2019	41	1

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
NIl

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	Yes	Nill
Ramp/Rails	Yes	Nill
Rest Rooms	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating

address locational advantages and disadvantages	taken to engage with and contribute to local community						students and staff
2018	16	Nill	04/08/2018	1	First Aid Awareness Workshop – Practical (Freelance First Aid Consultant and Civil Defence Warden, Malleswaram)	First Aid Awareness	60

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

Title	Date of publication	Follow up(max 100 words)
The Service Rules and Code of conduct for the employees of Educational Institution administered by the Managing Committee of MLA	31/03/2018	Describes the practices of the workplace, procedure of Recruitment and termination,Code of Conduct of Employees of Educational institution.
Student ManualThe student Manual includes College Rules and Regulations, College Vision and Mission, College Prayer, Calendar of Events, syllabus, Question Bank, examination and other helpful details.	01/07/2019	The student Manual includes College Rules and Regulations, College Vision and Mission, College Prayer, Calendar of Events, syllabus, Question Bank, examination and other helpful details.
Student Prospectus	03/06/2019	The Student Prospectus includes College Rules and Regulations, College Vision and Mission, Code of Conduct, Rules regarding Academic performance

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Contribution of Sanskrit Literature in various facets of life	03/12/2018	07/12/2018	68

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

1. Ban of Plastic usage in the campus 2. Water Conservation (Rain water harvesting) across the entire campus 3. Many Students make use of public transport to reach college 4. Solid Waste Management 5. Paper Less Administrative work.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice - 1 1. Title of Practice Campus to Company 2. Objectives of the Practice To establish linkage with Industry and Industrial Associations. Building industry relevant skills among the students. 3. Context Students need academic, technical skills and industry exposure to have successful career in the industry. Firstly, students need to be aware of what is happening in the industry. They need to have an idea of how to behave in the industry they should be groomed about corporate etiquette they need to be aware about expectation ofcorporate from the fresher's what are new technologies like artificial intelligence and data analysis techniques that are used in the industry etc. Secondly, to perform well in the recruitment and selection process and get placed with the reputed organisations students need to be equipped with academic skills, problem solving, oral communication, adaptability, team work, written communication, personality traits etc. Thus, to Bridge the gap between industry and college to have better corporate to campus exposure Triple I Cell was established. To build employability skills among students and make them fit for the industry KaushalVridhi Kendra (Skill Development Cell) was established. 4. Practice Industry Institution Interface Cell (Triple I cell) IQAC after organizing a national level seminar on "Industry Institution Interface Challenges and Opportunities" in the year 2015-16 a need was felt to set up Triple I cell in the year 2016. The college has Industry Institution Interface Cell (Triple I Cell) under which we conduct programs like Business Talk by industry experts come and address students on various topic in the curriculum. The come as resource persons to the seminars and conferences organised in the college which gives idea to students on how to be successful in the corporate field. Students are also given an opportunity to visit industry while doing internship, projects and during industrial visit during which they will get feel of an industry, how to behave in industry, how to approach the superiors, how to work with the team etc. KaushalVridhi Kendra (Skill Development Cell) As part of the curriculum students study various subjects like Accounting, Economic, Human Resource Management, Marketing, Banking, Cost Management etc. which enables students to acquire relevant knowledge in these fields required by the industry. Through KaushalVridhi Kendracollege offers various employability skill development programs and certificate courses on areas like Communication Skills, Life Skills Program, Advance Excel, Basic Excel, Data Analysis using software like SPSS, R and Python, Goods and Service Tax, A to Z of Stock Market, Tally, Financial Modelling, Quantitative Aptitude and Pre-Placement Training. The subject related certificate programs conducted students to develop relevant subject specific skills required. Life Skills and Leadership Program would help students to learn how to work in a team, team building. Pre-Placement Training Programs helps students to acquire quantitative aptitude, ability to crack interview. 5. Evidence of Success The college has secured 100 placements from the past 4 years our students are placed in top companies like TCS, BEGL, Vantage Agora, Northern Trust, HP, Hinduja Global Services(HGS), Karvy and India Infoline, Mphasis, Standard Chartered Global Business, IBM Concentrix, Omega, HDFC, Capgemini, Deloitte, Accenture etc. The feedback collected from the students and alumni on pre – placement program has shown that such programs

have enhanced their confidence level in facing the interviews. 6. Problems Encountered and Resources Required Already the semester system is packed with academic, co -curricular and extra-curricular activities. Hence scheduling of programs to give industry exposure to students and train them in skills expected by the industry is difficult. So, most of the certificate programs, pre-placement and training programs, needs to be conducted during the semester holiday. Best Practice - 2 1. Title of Practice Education: A Tool for the evolution of a well-balanced individual i.e. for a learner's "Holistic Development" 2. Objective of the Practice Holistic Development of Students and Faculty 3. Context Students spend a better part of their developing years in educational institutions and it's the responsibility of these institutions to groom them in the right direction. To be a holistic personality Knowledge Quotient, Skill Quotient, Physical Development, Culture and Value Quotient, Social Concern and Emotional Quotient needs to be given importance. Thus, college has made all the efforts to develop capabilities among students to become a holistic personality. 4. Practice Holistic Development Model of MLA Academy of Higher Learning Knowledge Quotient The Knowledge Quotient is enhanced by various academic coaching,,seminars, workshops, guest lecture, business talk, industrial visit, field study, projects done by the college.Students are also supported with library resources which help in build self-learning and knowledge enhancement.Faculties are also encouraged to participate in FDP's organised in other colleges.Students are also supported to present papers in conferences and seminars.The Skill Quotient is enhanced by organising skill development and certificate programsprograms on soft skills. The college annual magazine 'Aakanksha', Paper Presentation done by PG students, Inter class literary competitions from literary club 'Zodiac' and 'Bashika'helps in providing opportunity to enhance the writing and other literary skills among students. The Discussion forum (Katte), activities of commerce and management under the banner 'Trishna', the Wall Magazinein which individual classes are take turn to put up creative material in the space on allotted time and allotted theme. In all these above activities students 'get opportunity for using their creative skills, enhance communication skills, use managerial skills, Though the activities of Entrepreneurship Development Cell they can get oriented on entrepreneurial skills. Skill Quotient • The Skill Quotient is enhanced by organising skill development and certificate programsprograms on soft skills. • The college annual magazine 'Aakanksha', Paper Presentation done by PG students, Inter class literary competitions from literary club 'Zodiac' and 'Bashika'helps in providing opportunity to enhance the writing and other literary skills among students. • The Discussion forum (Katte), activities of commerce and management under the banner 'Trishna', the Wall Magazinein which individual classes are take turn to put up creative material in the space on allotted time and allotted theme. In all these above activities students 'get opportunity for using their creative skills, enhance communication skills, use managerial skills, Though the activities of Entrepreneurship Development Cell they can get oriented on entrepreneurial skills. Emotional Quotient The College has a mentoring system where a group of students are assigned to individual teacher. They counsel the students on academic and other matters. Onetrained teachers in counselling and other external counsellors personal counselling is offered to students. Social Concern The various extension activities organised by National Service Scheme (NSS), Youth Red Cross (YRC), Eco Club and ISR form about more than 300 extension activities are conducted in the past 5 years which has helped to develop a sense of belongingness towards the community, concern to towards society, environment, animals, senior citizens, deprived children, acquire some skills like first aid. Culture and Value Quotient The value lecture sessionsfor the students. Along with the voluntary organization 'Disha' the college conducts workshops for the students on topics like Know Your Self, Know Your Culture, Know Your Country. This has helped the students to gain confidence

among them and adhere to values even during the time of an ethical dilemma. The Value classes are conducted for the teacher mentors for minimum of ½ hr every week. The college cultural forum helps to develop Cultural Ethos and exhibit creative talentsin Music, Dance, Art and Craft. Physical Quotient: Yoga, Fitness: Yoga classes are conducted for all the classes. This has a grounding effect on students helping to calm the mind, managing emotions so that they feel more relaxed. The college has Gym facility which the students can use. Sports and Games: The college also encourages students to participate in various inter university, state and national tournaments. The college conducts an annual athletic meet for students and staff. 5. Evidence of Success The institution constantly reviews and monitors various activities through the feedback system. The feedback about the activities is taken from the students soon after the activity. This shows what aspect of the activity was liked by the students and what they didn't like. The feedback from the alumni students also reflects how the various activities have helped them in their work place and further. 6. Problems Encountered and Resources Required In the semester system within 90 working days providing all the facilities to students in various academic, co –curricular and extra-curricular activities is always a challenge but the college has made maximum efforts give the best to the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://mlaahl.edu.in/wp-content/uploads/2021/04/Best-Practices.pdf

7.3 – Institutional Distinctiveness

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

Women Empowerment Empowerment of Women through education is the vision of parent institution Malleswaram Ladies Association. We at AHL have provided opportunities for the girls enrolled in our college to develop as a holistic personality. The Women Empowerment Process 1. Education and Skill Development The institution provides quality education to the students through innovative teaching methodologies. Project Based Learning, Experiential Learning through paper presentation, project work, Wall Magazine, ITC Enabled Teaching Learning facilities like WiFi campus, subscription to e-journal, audio visual power point, Participative Learning through 'Discussion Session' and Management forum activities, Experiential Learning through Industrial Visits, Field Visits, Seminars, Conferences and Workshops organised and Internships. The skill quotient of the students is enhanced by various Skill development programs such as: 1. Subject related certificate courses such as Advance Excel, Basic Excel, Data Analysis using software like SPSS, R and Python, GST, A to Z of Stock Market, Tally, Financial Modelling which help students to develop relevant subject specific skills required. 2. Quantitative Aptitude and Pre-Placement Training which help students to crack interview 3. Life Skills, Communicative Skills and Leadership Program would help students to learn how to work in a team, team building 4. Vocational courses on silk thread.Terracotta jewellery making, Taboo designing, Saree tassle, Chocolate making workshop Quilling and Pot- painting. 2. Financial Support The institution provides Financial Support to candidates from economically not so well families and Scholarship for the students from economically meritorious students to encourage them to perform better. 3. Legal Awareness The college conducts various legal awareness programs like women rights, child marriage and changes in divorce laws, women trafficking, violence against girl child, sexual harassment, property rights of women, Hindu Marriage Act, Provisions of Dowry Act. 4. Physical Health and Hygiene The yoga classes are conducted which helps students to calm the mind, managing emotions so that they feel more relaxed. The awareness programs on

Personal Hygiene, cervical cancer, healthy life style, Anemia are conducted. The college also conducts medical check-up every year which helps students to know about their physical status life. 5. Emotion Management Skills The College has a mentoring system where students are mentored on academic and other matters. Personal counselling is also offered to students who are in need of. Apart from this college also conducts programs like maintaining mental wellness, overcoming depressive thoughts, suicide prevention awareness programs. The sessions on work life balance are also organized which helps our girls when they start working. The Value classes are conducted for the students by the teacher The value lecture sessions and value based workshops are also conducted. This has helped girls educated from our college to gain confidence among them and adhere to values even during the time of an ethical dilemma. 6. Economic Independence The students are helped to become economically independent during the course of the study. Through the Entrepreneurship Development Cell the students are provide opportunity to set –up food stalls, fashion accessories, cloths, during festival sessions pooja items stalls, mehendi stalls.

Provide the weblink of the institution
http://mlaahl.edu.in/wp-content/uploads/2021/04/Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. To increase Students Strength 2. To organize Multilanguage Conference 3. To provide coaching for students to clear banking exam and other competitive exams 4.Staff Development Program - Training administrative staff members in Advance Excel 5. Staff Development Program - Training Support staff members in Solid waste management 6. Faculty development programs to improve research culture among faculty members 7. Preparation for Second Cycle Accreditation by NAAC