

Yearly Status Report - 2019-2020

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	Kamala S
Phone no/Alternate Phone no.	08023462632
Mobile no.	9036490263
Registered Email	kamalaswamynathan@gmail.com
Alternate Email	iqacahl@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://mlaahl.edu.in/wp-content/uploads/2021/12/AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink:	http://mlaahl.edu.in/wp- content/uploads/2021/03/2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of	Vali	dity
			Accrediation	Period From	Period To
1	В	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				
SSR Submission	03-Oct-2019 45	19		
IIQA Submission	20-Aug-2019	19		

	1	
Staff Development program on Advance Excel	16-Mar-2020 6	8
Online Student Development Program	26-May-2020 3	287

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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/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	<u>View Link</u>
10. Number of IQAC meetings held during the year :	13
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	<u>View Uploaded File</u>
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)

Preparation for Second Cycle of Accreditation by NAAC IIQA Submission SSR Submission DVV Clarification Parents Counselling Online Student Development Program "Unleash the hidden potential in you!" Staff Development program on Solid Waste Management Staff Development program on Advance Excel Movie Making Competition on "MY INDIA MY PRIDE" New format for documentation and Monthly performance report

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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
undefined	undefined
Staff Development program on Advance Excel	Organised Staff Development program on "Advance Excel" for the Nonteaching staff members of the institution
New format for documentation and Monthly performance report	Few parameters like Faculty Publication and Participations, Initiatives towards Advanced learners and Slow learners, details on Mentoring and Value class was added to the existing Monthly performance Report and New format of Activities Report Format for various forums, Cells, Clubs and Committees was prepared and the same was shared to all the teacher coordinators for the documentation purpose.
Preparation of Second cycle of Accreditation by NAAC	Allocated Criteria wise data collection work to Staff members
IIQA submission	Submitted IIQA
SSR Preparation	Submitted SSR
DVV Clarification	Submitted DVV Clarification asked by NAAC
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date		
Governing Council Meeting	22-Jul-2021		
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)

A brief description about the modules currently operational at the Institution with regard to the management of information is provided below: 1. 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 2. Library Process: • Library Software(Fully Automated Library Software) 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. 3. Finance and Accounts: The college uses Tally ERP 9 software for all its activities in the area of Finance and Accounts. 4. Teaching Learning Evaluation Process: Different online platforms like Google Meet, Zoom, Cisco Webex, You tube Video creation were used for the smooth conduct of Teaching, Learning and

Evaluation Process in the institution during the pandemic. Study materials, You tube videos were shared to the students. Assignments and Tests were given to the students using Google classroom and the same was evaluated for the Internal Assessment marks.

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: • The institution prepares its calendar of events to conform with the University calendar of events. Workload is allocated to teachers at the beginning of the semester • 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 along with value/mentoring and yoga classes. • Teachers conduct a class test to assess the learning levels of the • 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 academic and administrative work done by the teachers during the month. • 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. Teaching continued on various online platforms like GoogleMeet, Zoom, CiscoWebex and Youtube where classes were live or recorded during the lockdown restrictions. Study materials and videos were shared with the students; assignments were given and tests were conducted using Google classroom and the same were evaluated for Internal Assessment. Activities from different Forums, Cells, Clubs and Committees were conducted on these online platforms. Students were also mentored online during the pandemic

to maintain a social-emotional-academic connect to help them overcome any distress.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Equity Analyst	Nil	08/05/2019	12	Employabil ity/Entrepre neurship	Stock Trading Skills
Statutory Compliance in Business(Including Foreign Trade Practices)	Nil	18/07/2020	11	Employabil ity	Compliance in Business related(Impo rts, Exports, GST)

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction		
BBA	Nill	08/07/2019		
BCom Nill		08/07/2019		
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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	359	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
Equity Analyst (I II M.Com)	08/05/2019	57
GST	09/09/2019	46
Advance Excel	02/01/2020	63
Communicative English	05/02/2020	127
Fundamentals of Forex Market	26/02/2020	12
Statutory Compliance in Business(Including	18/07/2020	54

Foreign Trade Practices)

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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		
BBA	Nill	128		
BCom	Nill	113		
MCom	Nill	39		
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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

Feedback about the curriculum is collected manually or online through a wellstructured 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 collected from alumni and also from final year students regarding the relevance of the curriculum and on the basis of their suggestions, various certificate courses are introduced and conducted. Students are also taken on field trips/Industrial visits to help them bridge the divide between theoretical knowledge and practical application of the same. Interactions with alumni members are arranged on regular basis. This helps students become more aware about current trends in the market and helps to bridge the gap between campus to corporate. Teacher: Feedback regarding the curriculum is taken from the teachers too and analysed at the Departmental level. It is compiled and communicated to the BOS members and syllabus revision committee members of the University during meetings. Parents: Feedback from Parents is collected every year personally during the 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 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	20	24
BCom	Accounting and Taxation	180	425	164
BBA	Finance	60	119	47
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2.2 - Catering to Student Diversity

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

	Year	Number of	Number of	Number of	Number of	Number of
		students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	institution	teachers teaching both UG and PG courses
L				0001303	0001303	
	2019	472	57	14	3	2

2.3 - Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), Elearning 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	
19	18	9	11	2	4	
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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. 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 mentee's parents about their mentee's performance. Mentoring System followed during COVID 19 period: Due to COVID 19 pandemic, lock down was declared and the Institution adopted online mentoring system to get connected to the students. During pandemic, teacher mentors conducted weekly online mentoring meetings using ZOOM app, Google meet depending upon mentor mentee convenience. The mentoring support system extended during this time was very much appreciated by the students and parents. The online mentoring program not only focused on addressing academic concerns of the students but also helped them in addressing their concerns that arouse due to Pandemic. Few concerns to mention are: • How to deal with the pandemic. • How to make productive use of the time available at their disposal. • Providing details of organisations which were distributing free laptop to the poor and needy students. • How to handle stress that was arising out of fear about the pandemic. • Few mentoring sessions focused on orienting students on how to balance their life and studies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
529	19	1:28

2.4 - Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

itions Vacant positions Positions filled during No. of faculty with	Vacant p	No. of filled positions	No. of sanctioned
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positions			the current year	Ph.D
19	19	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		
2020	MS Dakshayini M	Assistant Professor	Doctor of Social Service		
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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	
BBA	c26	6	25/08/2020	02/11/2020	
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution follows a well-defined Calendar of Events (COE) prepared by the IQAC. The academic calendar is prepared at the beginning of every semester. The COE comprises of both academic and activities calendar. Academic Calendar included all important details such as date of commencement of classes, internal test dates, PTM dates, Last working day and last date to submit IA marks. Activity Calendar will include major events, functions, activities, competitions, industrial visits etc. After the subject allotment faculty members prepare for the courses and consolidated time table is prepared by the Time Table Committee and is made available to all the students and faculty members. Regular staff meetings are conducted to ensure adherence to the schedule given in the Calendar. Adherence to Academic Calendar is achieved by conducting extra classes. Initiative taken by the Institution to adhere to Academic Calendar and other activities during Pandemic: • Realising the intensity of effect of Pandemic Institution quickly switched over to online teaching mode for timely completion of the syllabus. • Conducted online internal test to adhere to the calendar prepared by the Institution. • As the lock down was declared in the mid of the semester most of the co-curricular and extracurricular activities were conducted before pandemic and hence Institution didn't face any challenge in that direction. • Virtual award ceremony was organised to recognize the achievers in academics and other activities and the same was streamed live on YouTube.

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

The Institution follows a well-defined Calendar of Events (COE) prepared by the IQAC. The academic calendar is prepared at the beginning of every semester. The COE comprises of both academic and activities calendar. Academic Calendar included all important details such as date of commencement of classes, internal test dates, PTM dates, Last working day and last date to submit IA marks. Activity Calendar will include major events, functions, activities, competitions, industrial visits etc. After the subject allotment faculty

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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
MCOM1	MCom	ACCOUNTING AND TAXATION	33	33	100
C26	BBA	FINANCE	34	31	91.18
C41	BCom	ACCOUNTING AND TAXATION	85	79	92.94

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2.7 – Student Satisfaction Survey

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

http://mlaahl.edu.in/wp-content/uploads/2021/07/SSS-19-20-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	Nill	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
Changing dynamics of business and its impact	Industry Institutions Interface Cell	22/02/2020

experts from In								
Symposium on journey towar trillion \$ econ role of potenti	rds five nomy - The		MLA	AHL		15/02/		/2020
3.2.2 – Awards for Inno	vation won by I	nstitutio	n/Teachers	/Research s	cholars	/Students	during th	e year
Title of the innovation	Name of Awa	ardee	Awarding	Agency	Dat	e of awar	d	Category
Nil	Nil		N	Til		Nill		Nil
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3.2.3 – No. of Incubatio	n centre create	d, start-	ups incubat	ed on camp	us durir	ng the yea	ar	
Incubation Center	Name	Spon	sered By	Name of Start-u		Nature o		Date of Commencement
Entreprene urial Cell	Envisage	St	udents	Satur Startu	_	Finar Home I Busin Proje	Based ness	03/08/2019
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3.3 – Research Public	ations and Av	wards						
3.3.1 – Incentive to the	teachers who re	eceive r	ecognition/a	awards				
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3.3.2 – Ph. Ds awarded			0))
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3.3.2 – Ph. Ds awarded Name 3.3.3 – Research Public Type	of the Departme	ent Durnals Department	notified on lent	College, R	Num e during of Publi	nber of Ph	D's Awar	ded e Impact Factor (if any)
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3.3.2 – Ph. Ds awarded Name 3.3.3 – Research Public Type Internationa 3.3.4 – Books and Chap Proceedings per Teacher	of the Department Nil cations in the Journal Man pters in edited Ver during the year Department Commerce	ent Departmenagem	notified on Uent rce ent1 No file	JGC website Number	Num e during of Publi 1	the year cation	Average Publicatio	ded e Impact Factor (if any) 6 • 2 ational Conference

Number of

Web of Science or PubMed/ Indian Citation Index

Name of

Title of journal

Year of

Citation Index

Institutional

Title of the

Paper	Author		publication		affiliation as mentioned in the publication	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	Nil
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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/Semi nars/Workshops	5	39	12	Nill
Presented papers	Nill	2	Nill	Nill
Resource persons	1	2	3	Nill

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities	
Swachchtha Pakwada activity (15 days program)	As per the directions of MHRD, NSS unit of the college organized various programs for 15 days towards creating awareness on cleanliness.	1	155	
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited	
Donation of Education Kit for North Karnataka flood affected families	Letter of Appriciation and Gratitude 4th September 2019	Indian Red Cross Society (Constituted under Parliament Act xv of 1920)	187	
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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharath Abhiyan1	As per the directions of MHRD, NSS unit of the college organized various programs for 15 days towards creating awareness on cleanliness.	Swachchtha Pakwada activity (15 days program)	1	155
		View File		

3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration			
Joint NSS camp in association with Geetham University	Students,Faculty members	Jointly financed by both the institutions	7			
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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	Project on Stock Market	Motilal Oswal Securities Pvt Ltd	07/05/2019	17/06/2019	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		
Nil	Nill	Nill	Nill		
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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

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Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

	1000000	1023491	
- 1			ı

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				
Others	Newly Added				
Others	Newly Added				
Others	Newly Added				
Others	Newly Added				
Others	Newly Added				
Others	Newly Added				
Others	Newly Added				
Others	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	10404	2313485	227	56672	10631	2370157
Reference Books	764	400002	38	24849	802	424851
Journals	36	95088	1	1760	37	96848
CD & Video	611	Nill	121	Nill	732	Nill
Others(s pecify)	982	192056	129	44065	1111	236121
Others(s pecify)	615	105119	49	6868	664	111987
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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 & Eamp; institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e- content		
Rachana B.T.	Issues of Shares	Powerpoint Presentations	20/05/2020		
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4.3 - IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Туре	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	88	60	3	0	0	5	4	200	0
Added	6	0	0	0	0	0	0	0	6
Total	94	60	3	0	0	5	4	200	6

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

200 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	Nil

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
1345000	1165060	2050100	3206377

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)

Physical Infrastructure: • Physical infrastructure includes the classrooms, Principal chamber, administrative office, Staff rooms, staff and students restrooms, seminar hall and corridors. • A budget is made every year to take care of the maintenance . Certain facilities are taken care by the parent body by their approved vendors. Plumbers, electricians and carpenter are hired by the parent body, for heavy repairs and renovations. • The maintenance of physical infrastructure is a regular exercise. The cleanliness of the campus is ensured by a group housekeeping staff. • Administrator of the college looks after the maintenance of physical infrastructure, fans, electrical appliances and other items and inform the concerned person on need basis for repairs or replacement. • Potted plants in the corridors are maintained by the gardener. Library: a) Maintenance: • There are 2 libraries: the UG and PG libraries and the upkeep are taken care of by the concerned group D staff in the library. • The library is equipped with Libsoft and WebOpac software and they are under an AMC with a vendor Environ. • Library committee will look into the procurement, utilisation of the budget allocation of items required by library. b) Utilization: • Libraries work from 9.30am to 5pm. • There is a separate reference section for both students and the staff. • There is uninterrupted internet connection and LAN facility. • Students are issued library cards to use library resources • Students have to enter name and Sign in the gateway register kept at the entrance counter before entering library • Library follow a system of open access of issuing books • The borrower is responsible for the books borrowed on his/her card. c) Computer Lab: ullet The computer lab works from

9:30 to 4 in the afternoon. The lab facilities are open to all the students and teachers for academic purpose. • The Parent body has appointed a dedicated systems admin for the upkeep and up gradation of electronic facilities in the college. He is available in the campus during the working hours. The components include: Computers in the computer lab, UG and PG Libraries, Laptops, UPS, TV, LCDs, CCTV Cameras and Smart boards. • The College website is updated regularly by office staff member who has been given access to the backend and the website is being maintained by Monnet Digital India Pvt. Ltd. under an AMC. • Physical maintenance of the Computer lab is taken care of by the house keeping staff. Sports equipment and Gym facilities: • All aspects of sports procurement and maintenance is handled by the sports department which takes care of preparation and allocation of budget, organization of events and classes, practice and procurement of sports items, upkeep of sports and gym room etc. • Students can utilize and take sports material and gym equipment with prior notice to the Physical Education Director. • Physical maintenance of the Sports room Gym is taken care of by the house keeping staff.

https://mlaahl.edu.in/wp-content/uploads/2021/12/4-Policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees			
Financial Support from institution	1.Founders Day- Financial Assistance 2. Prize Endowment Fund 3.Malleswaram Ladies Association Charitable Educational Trust	87	523550			
Financial Support from Other Sources						
a) National	1. Social Welfare Department Scheme 2.Tribal Welfare Department Scheme 2.Other Backward Class 3.Minority Scholarship	174	989508			
b)International	Nill	Nill	Nill			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Career Guidance with reference to competitive	07/09/2019	87	Miletone Academy
<u>View File</u>			

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
2019	Career Guidance with reference to competitive exams87	Nill	Nill	Nill	Nill
<u>View File</u>					

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
5	5	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 52 17		Wipro	52	1	
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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	19	B.Com	Commerce	Ananya Institute of Commerce and Management	M.Com
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
1 Students council Election	College	89
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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
2019	5th Place in National Level Open Yoga Champ ionship -2019	National	1	Nill	C1838293	Shilpa M
2019	6th Place in National Level Open Yoga Champ ionship -2019	National	1	Nill	C1838233	Deepika S N
2019	Consolat ion Prize in National Level Open Yoga Champ ionship -2019	National	1	Nill	C1838207	Aishwarya Shivkumar
2019	Consolat ion Prize in National Level Open Yoga Champ ionship -2019	National	1	Nill	C1838252	Jyothi Shree B
2019	Consolat ion Prize in National Level Open Yoga Champ ionship -2019	National	1	Nill	в1921615	Kanchan P Jain

5.3.2 – Activity of Student Council & Expresentation of students on academic & Expresentative 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. List of Forums, Cell and Committees with Student Representation Forums, Cell and Committees Academic Bodies Administrative Bodies Cultural forum "Samskruthi" Triple I Cell (Industry Institution Interface) IQAC Management forum "Trishna" SDC (Skill Development Cell) Student Council Sports forum "Kreedaloka" Anti Ragging Cell Cell against sexual harassment Equal opportunity cell Entrepreneurial Development Cell "Envisage" Library committee Women Development Cell "Manasi" Magazine Committee College Magazine "Akanksha" Test and Examination Committee English Club "Zodiac" Language Club "Bhashika" "Katte" open discussion forum Wall magazine Extension Activity Units: • NSS • YRC • Eco Club "PEEPAL" • ISR (Institutional Social Responsibility) 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:

164

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

8500

5.4.4 - Meetings/activities organized by Alumni Association :

Alumni Association Executive committee meeting - July 2019 Contribution for ISR Activity in Cash and Kind -Collecting Relief materials for helping the victims of North Karnataka Flood Alumni Meet -December 2019

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 practices decentralization and participative management at all levels through a well-established system which consists of various committees, cells and forums. Practice 1: Test and Examination Committee: Committee comprises of Principal, Teaching, Non-teaching staff and students as members. Committee is responsible and accountable for the smooth conduct of internal assessment process for the semester. Meeting with members are scheduled to conduct internal tests, exams after which committee prepares timetable and invigilation diary and the same is disseminated with students and staff members respectively. A deadline is given to the teachers to submit question papers and marks list to the committee. Internal test and exam is conducted under the supervision of the committee. Skill development book distribution and collection dates are shared with students and are further sent to respective subject teachers for valuation by the committee. Teachers value the books and record the marks in the Internal assessment score sheet. Internal assessment marks are displayed to the students before sending it to university. Committee initiates to address grievances relating to internal assessment and takes corrective actions if needed. Practice 2: Library Committee: Committee comprises of Principal, Librarian, Program Coordinators, one faculty from language department and an Accountant. Library committee meets two times in a semester to look into the procurement, utilisation of the budget allocation to different programs, allocation to print and E Journal, magazines and newspapers subscriptions, AMC of library software annual renewal of plagiarism software and other items required by library. Once the budget is allocated, list of books to be procured is obtained from the teachers. A consolidated book list is prepared by the librarian and sent for approval to the principal. Publisher and book vendors are given opportunity to hold book exhibition where new arrivals and reference books are displayed. Principal, Program coordinators and Teachers are involved in book selection during the book exhibition. Journals list is updated based on the relevance, notification from UGC from time to time. Oral feedback is collected from students on regular basis to understand their requirements and is brought to discussion in the subsequent meeting of the committee to take necessary measures which benefits the students.

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
Industry Interaction / Collaboration	Seminar on "Changing dynamics of business and its impact on new age
	careers" organised by Industry
	Institution Interface Cell • Symposium on India's journey towards five
	trillion \$ economy with Laghu Udyog
	Bharathi • Barclays sponsored 2 Day

	Placement Soft skills training • Industrial visit to 5 Companies: Mother Dairy, ITC Biscuit Factory, Coca-Cola, Dairy Day Ice Cream Industry, Manmul • Six Business Talks by experts from Avnet India, "The HR", Prathik Gupta and Co., SGH Associates, IIFL • Student Internship at Motilal Oswal Securities Pvt Ltd, Club 9 Event, 10AXE Manpower services and NGO's: Youth for Seva, B.Pac, DISHA, SMILE, Youth Red Cross
Admission of Students	Student seminar on What next after PUC? was organised in MLA PU College College admission hoardings were displayed in metro stations. PUC students' data base was obtained and personal phone calls were made to attract admissions Just Dial services were availed as a marketing strategy Online application forms were made available on the college website for remote application process. Word of mouth publicity was done through teacher mentors
Curriculum Development	The college has Skill Development Cell (Kaushal Vrudhi Kendra), Training and Placement Cell and Industry Institution Interface Cell which conducts various curriculum enriched programmes. The Institution sanctions a specific amount in the budget to conduct the activities of these cells. In the year 2019-20: Three add on courses, 30 hour aptitude training program, 8 guest lectures on various business and management topics, visit to 6 industries and more than 50 students were encouraged to do internships with various business organizations, consultants and NGOs. 4 Teachers were involved in designing BBA syllabus of Bengaluru City University introduced in 2019-20.
Teaching and Learning	Online teaching strategies was adopted by the teachers during pandemic to reach out to the academic requirement of students. You tube, Zoom, Google Meet, MS Teams platforms were used by faculty members to conduct online classes during lockdown. Students were provided with study material and notes through whatsapp. Efforts was taken by the staff members of the college to cater to diverse requirement of students with regard to teaching learning. Regular online mentoring sessions were conducted for

	students to keep up the spirit of learning. Teachers were trained on usage of a single online platform through teacher quality circle.
Examination and Evaluation	Improvement and innovative strategies were developed during pandemic. Two online internal evaluation assessment was done using Zoom and MS Teams platform for first and second assessment respectively. Oral tests were conducted by making Whatsapp call to assess the understanding ability of students. Students were given orientation on how to scan the answer scripts and submit it. Students were asked to turn on the camera during the assessment time and faculty members were assigned to invigilate the students. Teachers evaluated the answers online and shared the scores with the students directly
Research and Development	The Institution conducted 2 faculty development programs on Foundations of Research and Academic writing and training in statistical software JAMOVI JASP. College organised a multilanguage conference on the theme "Social Transformation through Literature" and proceedings of the conference was published in a journal bearing ISSN number Four faculty members were provided with financial support to attend conference/workshop/present paper towards registration fees relating to research and development.
Library, ICT and Physical Infrastructure / Instrumentation	Purchase of Gym equipments- 11 items were added during the year 2019-20 Setting up of NSS room Construction of additional rest rooms for staff and students Painting or whitewashing of college building Planning for infrastructure augmentation for NAAC peer team visit Purchase of UPS Battery, Ceiling fans and Air conditioner Library: Total 38 subscription of printed journals, Subscription to 50 e journals from Publishing India Group ICT: Increase in the internet speed to 100 mbps, purchase of 6 desktop pcs, LED TV
Human Resource Management	Total staff strength increased from 29 to 32 Organised: • One staff development program for Group D staff, No. of people benefitted: 12 • One staff development program for non-

teaching staff on Excel, No. of people
benefitted: 8 • Four faculty
development program, No. of people
benefitted: 19 • One Staff development
program on Yoga and Fitness, No. of
people benefitted: 15 College provides
different welfare schemes to its
employees In the year 2019-20 the
Institution has spent a sum of Rs
59011/- towards staff training and
development

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

E-governace area	Details
Planning and Development	E governance is a tool for good governance. At the beginning of every semester IQAC with teaching and nonteaching staff prepare a calendar of events. The institution has a good IT support to record the academic and administrative activities of the Institution. Data relating to semester plans are captured through a internally established Management Information System. Timetable, information and reminders regarding the conduct of special programmes for students and teachers are communicated through group messages in whatsapp group. E-reports of all the activities is received by the IQAC. SMS facilities is available to disseminate information to parents
Administration	All-important administrative information including notices is regularly published on various whatsapp group created by the college. Payment of Salaries: Through Account transfer. Online Admission process, approval of admission by the affiliating University is done online. Exam registration and payment of fees to the university by students is done online The college is connected through high-speed internet of bandwidth 100 MBPS Fully automated wireless office with internet facility. Entire campus is under surveillance by CCTV network and Wi-Fi enabled Well established website for regular updates of events and activities. Students' feedback is solicited online. All notices from the principal's office
Finance and Accounts	College accounts are prepared using Tally ERP 9.0 Students are allowed to make online fee payment Payment to vendors is made using NEFT
Student Admission and Support	College has a customized

	administration software which captures the student data from entry to exit College website mirrors the college information. A landing page for student's enquiry is created in the college website To give potential students a glimpse of the campus a virtual tour is facilitated on the college website Online Admission process was done during COVID-19 Attendance status and Internal Assessment marks were shared to students through Whatsapp message in the group Scholarship applications are routed online University admission and examination approval process is executed online Placement related process was done online and documents are maintained in digital form
Examination	Entire examination process of the
	University is conducted online The institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess the students During COVID 19 pandemic two online internal assessment was done using Zoom platform for the first assessment and MS Teams platform for the second assessment. Oral tests were conducted by making Whatsapp call to assess the understanding ability of students for commerce subjects. Students were asked to turn on the camera during the assessment time and faculty members were assigned to invigilate the students. Teachers evaluated the answers and shared the scores with the

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
2019	Sandesh Bhat	FDP On Predictive Analysis Using R	Jain Group Of Institutions	1000	
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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	Title of the	From date	To Date	Number of	Number of
	professional	administrative			participants	participants

	programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(non-teaching staff)
2019	FDP on Case Analy sis-Discus sion and Evaluation by Dr.V.Ra jesh Kumar	Nill	26/09/2019	26/09/2019	10	Nill
2019	FDP on F oundations of Research by Dr.V.Ra jesh Kumar	Nill	31/07/2019	31/07/2019	11	Nill
2020	FDP on Academic Writing and Data Analysis using Jamovi, Jasp and Zotero.	Nill	20/04/2020	13/05/2020	19	Nill
2020	FDP on "Eternal Warriors in the New Normal World" jointly organized by MLA AHL and Disha	Nill	19/06/2020	19/06/2020	19	Nill
2020	"BBA Syllabus O rientation Workshop" in associa tion with PG Department of Bengaluru Central University BU Teachers Council of Commerce Management (BUTCCM)	Nill	30/08/2019 View File	30/08/2019	15	Nill

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP On Mergers And Acquisition	2	24/10/2019	24/10/2019	Nill
FDP On Practical Approach To GST.	1	24/09/2019	26/09/2019	Nill
Syllabus Orientation on "Business Skill Development Courses" of B.COM BBA of Bangalore Central University	1	12/09/2019	12/09/2019	Nill
Workshop on National Education Policy	1	09/09/2019	09/09/2019	Nill
Teaching Learning Innovation Workshop Finding myself in relation to the world around me	1	06/09/2019	06/09/2019	Nill
FDP On Predictive Analysis Using R	1	02/08/2019	03/08/2019	Nill
Participated In A FDP On "AQAR - Writing Submission Under Revised NAAC Guidelines"	2	27/08/2019	27/08/2019	Nill
FDP On New English Textbook And Pedagogy	1	31/07/2019	31/07/2019	Nill
UG I semester syllabus workshop	1	26/07/2019	26/07/2019	Nill
Workshop on	1	18/07/2019	18/07/2019	Nill

Gender
Sensitization
in Media

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

Teac	hing	Non-te	aching
Permanent	Full Time	Permanent	Full Time
15	4	15	Nill

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
1.Earned Leave	1.Earned Leave	1.Scholarship/Financial
<pre>2.Maternity Leave</pre>	2.Maternity Leave	Assistance 2.Book bank
3.Gratuity benefits 4.EPF	3.Gratuity benefits 4.EPF	Facility for advanced
	5.ESIC benefit	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 2019-20 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			
Nil	0	Nil			
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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		Inter	rnal
	Yes/No Agency		Yes/No	Authority
Academic	Yes	Local Inquiry Committee of	Yes	IQAC

		Bangalore City University		
Administrative	Yes	Local Inquiry Committee of Bangalore City University	Yes	Nill

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

Parents-Teachers Meeting is organized every semester after the first Internal Assessment test to inform about their wards performance Feedback / Suggestions with regards to learning is given by the Parents during the meet Parents participate and offer suggestions during the IQAC Stakeholders meeting

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

 Organized Staff Development Program for Administrative Staff members in Advance Excel 2. Organized Staff Development Program for Support Staff members in Waste Segregation 3. Organized yoga and meditation Program for Administrative Staff members and Support staff members

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

Recognition for Teachers Staff Welfare - Encashment of earned leave ICT
Upgradation - Smart board installation

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	
2019	Staff Development program on Solid Waste Management	24/09/2019	24/09/2019	24/09/2019	12	
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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 I	Participants
			Female	Male
Seminar on Women Development is Myth in Developing Country	15/02/2019	15/02/2019	66	1

Workshop on Women Entrepren eurship	08/03/2019	08/03/2019	18	Nill
Lecture on Femineity- Indian perspective	12/03/2019	12/03/2019	248	Nill
Inter collegiate Symposium on Women Empowerment Challenges and Road ahead	03/05/2019	03/05/2019	42	Nill
Hindi Project on child Marriage	01/09/2019	04/10/2019	7	Nill
Guest lecture on Gender Discrimination	04/10/2019	04/10/2019	120	Nill
Skit Competition on Discrimination	25/10/2019	25/10/2019	91	Nill
Poster Presentation on Personalities who worked against Discrimination	20/02/2020	20/02/2020	18	Nill

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	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	3	8	13/08/2 019	1	Rally for Waste	Awareness	35

					Segregati on and avoidance of usage	waste seg	
					of Plastic M alleswara m		
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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 the educational institution administered by the Managing committee of MLA	31/03/2019	Describes the practices of the workplace, procedure of Recruitment and termination, Code of Conduct of Employees of Educational institution.
Student Manual	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	15/03/2019	The Student Prospectus includes College Rules and Regulations, College Vision and Mission, Code of Conduct, Regulations relating to Academic programs

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration fo Vivekanda Jayanthi	21/01/2020	21/01/2020	300
Lecture on Human Values	12/03/2020	12/03/2020	300
Two Days National Level Multi Language Conference on social Transformation Through Literature	19/10/2019	19/10/2019	100
Participation in 34th National Eye Donation Camp	07/09/2019	07/09/2019	22
Clean Up Drive	21/10/2019	21/10/2019	20
Lecture on Gandhi and Untouchability	03/10/2019	03/10/2019	210

Lecture series on Engaging Youth for Transforming India	13/08/2019	13/08/2019	354		
Bhagavath Geetha and its Relevance for Youth	16/09/2019	16/09/2019	101		
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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) 3. Solid Waste Management 4. Switching towards LED lights to reduce energy reduction 5. Green Corridor through Potted Plants

Best Practice - 1 Title of Practice: Student Mentoring and Counseling

7.2 - Best Practices

7.2.1 – Describe at least two institutional best practices

Objectives of the Practice • To focuses on the academic and nonacademic concerns of the students during pandemic. • Handholding of students to overcome and cope up with pandemic challenges. Context 1. Covid-19 pandemic has thrown lots of challenges on over all learning and development of students. 2. There has been a negative impact on the students learning curve due to lot of distraction faced during lockdown. a. Loss of jobs by the bread winner of the family b. Covid-19 infected family members c. Inability of the students to physical connect to teacher/friends d. Realizing the intensity of the problem college felt need to psychologically support students through online mentoring process. Practice College has well-established mentoring system where in teacher mentors meet the mentees once in a week to discuss their academic challenges. Teacher mentors also focused on the holistic development of students by motivating them to participate in various activities of the college. This constant interaction enables students to walk in the right path and help them reach their goal of getting placed in a good company. The mentoring system work in the following way: Every week mentoring session is allotted in the timetable for ½ hr 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. Year No. of Students Enrolled 2015-16 311 2016-17 319 2017-18 327 2018-19 370 2019-20 472 Evidence of Success 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 student's participation in various certificate programs, skill development programs, extension activities conducted by the college. 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 mentee's parents about their mentee's performance. Mentoring System followed during COVID 19 period: Due to COVID 19 pandemic, lock down was declared and the Institution adopted online mentoring system to get connected to the students. During pandemic, teacher mentors conducted weekly online mentoring meetings using ZOOM app, Google meet depending upon mentor mentee convenience. The mentoring support system extended during this time was very much appreciated by the students and parents. The online mentoring program not only focused on addressing academic concerns of the students but also helped them in addressing their concerns that arouse due to Pandemic. Few concerns to mention are: • How to deal with the pandemic. • How to make productive use of the time available at their disposal. • Providing

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details of organizations which were distributing free laptop to the poor and
 needy students. • How to handle stress that was arising out of fear about the
  pandemic. • Few mentoring sessions focused on orienting students on how to
balance their life and studies. Incremental Results Analysis 2014-15 to 2019-20
 BCOM and BBA Batch Pass Percentage BCOM BBA Semester Pass Pass I Sem Nov 14
 67.08 54.35 II Sem May'15 100 100 III Sem Nov15 79.82 74.07 IV Sem May16 100
 100 V Sem Nov16 96.51 90.18 VI Sem, May 2017 95.29 91.18 Incremental Results
Analysis 2014-15 to 2019-20 M.Com Batch Pass Percentage Semester Pass I Sem Nov
   14 100 II Sem May'15 100 III Sem Nov15 100 IV Sem May16 96.97 6. Problems
    Encountered and Resources Required. During the pandemic majority of the
 students had relocated to their native places which became a major hindrance
 for online mentoring system. Poor network connectivity in remote places was a
  major challenge for mentors to talk to their mentees via online mode. Non
  availability of required electronic gazettes among the students was another
   constraints. 2. Title of Practice: Campus to Corporate Objectives of the
Practice: 1. To establish linkage with Industry and Industrial Associations and
  Building industry relevant skills among the students. 2. To make students
 industry fit for campus placements. Context Socio-Economic study conducted at
MLA Academy of Higher Learning has revealed that 63 of the people are BPL card
 holders and 81 of the student are first generation learners. 90 of parent's
 work in unorganized sectors to meet their daily needs. True to our belief in
Gandhian practices, MLA Academy of higher Learning, has been continually taking
initiatives to support the students coming from the weaker and underprivileged
    sections of the community or who are from a disadvantaged in particular
 circumstances. 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 of corporate 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 organizations 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 and 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 Kaushal Vridhi Kendra (Skill
 Development Cell) was established. Practice Process of Campus to Company at
Academy of Higher Learning 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 organized 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. Statistics of the Activities of Industry
Institution Interface Cell Number of No. of students Benefitted B Talks -06 200
  Industrial Visit -06 615 Companies (Internship) 83 Companies (Placement) 62
    Industrial Projects - 123 Career Guidance Sessions- 20 2310 Seminar and
 Conferences-12 1630 Kaushal Vridhi 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
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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. Statistics of the Activities of Skill Development Cell Number of No. of students benefitted Subject Related Certificate Programs - 18 1009 Pre Placement Training Programs - 08 623 No. of Employability Skills Development and Certificate Program Conducted in the past 5 years Year No. of Employability Skills Development and Certificate Program 2018-19 10 Evidence of Success The college has secured 100 placements from the past five 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. Percentage of Placement Conducted during the last Five years 2014-15 to 2019-20 Year Percentage of Placement 2015-16 100 2016-17 100 2017-18 100 2018-19 100 2019-20 100 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. Placement cell of the college as successfully placed all the register students in spite of pandemic Hitting the job market. Problems Encountered and Resources Required 1. 2019-20 being a Pandemic year students faced challenges to visit Industry for Internships, Field projects, Industrial visits which gives corporate connecting exposure couldn't happen during pandemic. 2. Recruitment process challenges students faced challenges of poor internet connectivity and insufficient mobile data bank to attend online interview.

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

https://mlaahl.edu.in/wp-content/uploads/2021/12/Bestpractice-2019-20.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

Institutional Distinctiveness Capacity Building of Individuals Empowerment is ideology of our parent institution which is blessed by Mahatma Gandhi in 1934. During his visit to our Parent Institution Malleswarm Ladies Association. We at MLA Academy of Higher Learning have drawn inspirations 'empowerment' and redefined according to the need of the hour. Economic and Social empowerment without disturbing culture, values, and tradition of Indian ethos established by our parent institution. Socio-Economic study conducted at MLA Academy of Higher Learning has revealed that 63 of the people are BPL card holders and 81 of the student are first generation learners. 90 of parent's work in unorganized sectors to meet their daily needs. True to our belief in Gandhian practices, MLA Academy of higher Learning, has been constantly taking initiatives to support the students coming from the weaker and underprivileged sections of the community or who are from a disadvantaged in particular circumstances. We are committed to empower students economically and socially through a distinctive model of education aimed at smooth Campus to Corporate transition. Campus to Corporate: We at MLA academy of Higher Learning is committed to create jobs to our students through well-structured academic delivery, certificate programs various academic and vocational skills them to voice out their opinions in various activities to build future leaders of the society. We facilitate our students to explore them on CAR that is (Critical thinking, Action oriented and Reflective outlook in all levels of academic, social and real life aspects which mould them to become better citizen. The placement cell of the college is connected with industry for better placements

and assist students to choose right career with 100 placements since last five years is testimony that the students comes from the above strata will move forward economically and socially. Evidence of Success Percentage of Placement Conducted during the last five years 2014-15 to 2019-20 Year Percentage of Placement 2015-16 100 2016-17 100 2017-18 100 2018-19 100 2019-20 100 It is evident that 100 placements since last five years ha empowered our students socially and economically strong and we feel proud to be part of their achievement in this direction.

Provide the weblink of the institution

https://mlaahl.edu.in/wp-content/uploads/2021/12/DISTCTIVINESS-2019-20.pdf

8. Future Plans of Actions for Next Academic Year

1. To Subscribe for Online Teaching Platform 2. To organize online seminar on National Educational Policy 3. To Organize National/International Online Conference 4. To upgrade ICT Infrastructure - Smart Board, WiFi bandwidth 5. Preparation for NAAC Peer Team Visit.