Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**M.R. GOVERNMENT ARTS COLLEGE, MANNARGUDI**
Name of the head of the Institution	**Prof. S. Ravi**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04367255440**
Mobile no.	**9842267709**
Registered Email	**principal@mrgac.ac.in**
Alternate Email	**principalmrgac@yahoo.co.in**
Address	**M.R. Government Arts College, VOC Road, Mannargudi**
City/Town	**Mannargudi**
State/UT	**Tamil Nadu**
Pincode	**614001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. S.K. Sundar**
Phone no/Alternate Phone no.	**04367255440**
Mobile no.	**9442271813**
Registered Email	**principal@mrgac.ac.in**
Alternate Email	**iqac@mrgac.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mrgac.ac.in/aqar/reports/2018-2019.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://mrgac.ac.in/iqac/calender/2019-2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
2	**B**	**2.40**	**2014**	**24-Sep-2014**	**23-Sep-2019**
1	**C++**	**67.50**	**2006**	**21-May-2006**	**20-May-2011**

6. Date of Establishment of IQAC

08-Mar-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

Induction meeting was organized by the IQAC to the newly enrolled UG students of all programs as both introductory session and guidance to the higher education.	17-Jun-2019 1	425
Induction meeting was organized by the IQAC to the newly enrolled PG students of all programs as both introductory session and guidance to the higher education.	24-Jul-2019 1	181
Regular IQAC meeting to draft the academic, research and extension activities of the academic year 2019- 2020.	09-Aug-2019 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
M.R. Government Arts College, Mannargudi	Periodical Maintenance, Machines and Equipments, Stores and Equipments Cost of Books	State Government/ Government of Tamil Nadu	2019 365	445000
Dr. K. Panneer Selvam/ Microbiology	Major Research Project	Department of Biotechnology (DBT), Ministry of Science and Technology, Government of India	2019 365	132324
Dr. K. Subha, Guest Lecturer (Full- time teacher)	TNSCST Student Project Scheme	Tamil Nadu State Council for Science & Technology (TNSCST), Chennai - 600 025	2019 185	7500
Dr. V. Baskar, Guest Lecturer (Full- time teacher)	TNSCST Student Project Scheme	Tamil Nadu State Council for Science & Technology	2019 185	7500

		(TNSCST), Chennai - 600 025			
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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 :	**3**
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)

? UG PG students admitted during the academic year 2019 – 2020 were inducted (with respect to their new academic campus, personal behaviour responsibilities and career advancements) in two separate meetings organized by the IQAC respectively on 17.06.2019 24.07.2019 and freshers' from all the 12 programs participated. ? IQAC coordinated feedback receiving and its assessment from department staff, students alumni with respect to the design of curricula and on library user satisfaction. ? IQAC continued to coordinate curricular planning and their practice by all the departments. ? The Department of Microbiology successfully organized an Oneday national seminar –'Induction of higher educational learners on the disease preventive and therapeutic properties of indigenous medicinal plants and their display' sponsored by Tamil Nadu State Council for Science and Technology (TNSCST), Chennai on 28 February 2020 which was a fruit of the IQAC initiation. ? The Physical Education department of the college has been suitably supported by the IQAC as to organize sports / games events at institutional level. Participation of students at university level sports and games has been appropriately encouraged. ? Research proposals submission to granting institutions, publication of research papers and participation in seminars/ workshops by staff and research scholars were elicited.

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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
Organizing induction meetings to the newly admitted students of the academic year 2019 2020.	IQAC organized induction meetings to the newly enrolled UG PG students of all programs as to set their goals and thus their higher education period's academic cum career activities.
Career guidance program	Career Guidance Cell of the college organized a program on TNPSC (Tamil Nadu Public Service Commission) competitive exams and preparation strategies. Similar sessions were organized by the Departments of Tamil and Physics.
Submission of proposals by staff and research scholars to funding institutions for research grant.	PG microbiology students submitted research proposals to Tamil Nadu State Council for Science and Technology (TNSCST), Chennai for grant under the students' project scheme.
Resource mobilization - Research projects by the members of staff	Dr. K. Panneer Selvam, Assistnat Professor & head, Department of Microbiology received second instalment Rs. 1,32,324/-from the Department of Biotechnology (DBT), Ministry of Science and Technology, Government of India under the foldscope – major research project. Similarly, 4 post graduate students received each Rs. 7500/- from Tamil Nadu State Council for Science & Technology (TNSCST), Chennai – 600 025 through the students project scheme under the guidance of Dr. V. Baskar & Dr. K. Subha, Guest Lecturers (Full- time teachers), Department of Microbiology.
Publication of research articles in peer- reviewed journals; indexed journals.	A total of 70 research articles were published by staff members from humanities, commerce, management and science departments. Of which, 32 and 38 papers were published in national and international level journals respectively.
Books writing and their publication by staff members	Dr. S. Rajan, Assistant Professor of Microbiology has published 3 books during the academic year
Paper presentation in conferences / seminars	A total of 10 papers were presented in international conferences by staff members representing various programs.
Attending seminar or workshops and presenting research papers by staff	25 staff members of various departments have attended state and national level seminars and conferences. Similarly, 24 staff members have presented their research papers in such events.
Celebrations of the College day, Sports	IQAC coordinated with the in-charge

day & Graduation day	departments of the College/ Annual day, Sports day & Graduation day celebrations'. However, the events had to be cancelled due to the COVID 19 pandemic caused lockdown.
Conducting remedial classes by the departments	As every year, remedial classes were conducted by all the departments as to benefit below average and poorly performed students.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Council, M.R. Government Arts College, Mannargudi	02-Mar-2023

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	**11-Feb-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)	**Students' admission issuing transfer certificate (TC): Applicants' Rank list preparation during students' admission, entry of newly admitted students' details and their maintenance at the college office, preparation of Transfer Certificate (TC) of the outgoing students have been digitalized and interlinked to have it as a single platform changed from handwritten to printed forms. Public Address Facility Provisions (mike, fixed loud speakers, amplifier etc.) are available at the open auditorium as to ensure effective mass communication of participating students during students' meetings prayers. College website Important messages about examinations, continuous internal assessment tests other important events are scrolled in the**

institutional website and this ensures prompt messaging of the students research scholars. Finance and Accounts Treasury online portal versus office computer with internet connectivity enables salary bill preparation submission, access to monthly salary slips salary statements and others as digital. The introduction of the state government's scheme – IFHRMS (Integrated Financial Human Resource Management System) enables all transactions as digital. In addition, staff members' LIC, PLI – Postal Life Insurance and other dues are transacted through online. Similarly, institution's electricity and phone bills, water charge, settling purchase bills by departments under various heads are done through online transactions. Examinations Continuous internal assessment (CIA) Preparation and submission of internal marks (both theory and practical) and attendance to the affiliating university are done through online/internet facilities. University Examination In addition, university examination fees, examination marks of practical courses are also prepared and uploaded to the university web portal. In particular, e governance implemented for I UG I PG students' university examinations.

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

M.R. Government Arts College, Mannargudi, Thiruvarur district of Tamil Nadu state is affiliated to the Bharathidasan University, Tiruchirapalli and has been truly industrious in implementing the Choice Based Credit System (CBCS) curricula of the programs as recommended by the affiliating University. Semester system and compartmentalization of the course curricula (as odd & even; each 90 working days or 450 teaching hours) enable effectual coverage of course portions. At first, a college calendar is prepared as to guide effective curriculum planning and its implementation by the departments. Ahead of each semester, the respective Head of the Departments convenes a staff meeting and allocates the courses among the teachers based on their expertise and course's teaching experience to ensure an effective teaching without any distortion. The preference for a course by a staff is also considered appropriately. The courses of UG & PG programs are allocated strictly with the number of teaching hours as recommended by the affiliating university so as to ensure coverage of all the topics effectively. Accordingly, a well planned time- table (including class hours of languages, allied courses & others) is prepared and provided to

department students & staff. Consequently, members of staff prepare an approved course plan mentioning the date & hours of their classes and topic/s planned to be handled. Any lapses in the course plan are suitably compensated through additional classes and are recorded by the staff. Course materials from books/ class notes are provided to students for preparation. The continuous internal assessment (CIA) of students based on assignments, seminar, informed class tests, two internal tests, a model examination have been the approach to ensure enhanced learning and understanding of various topics of a course. Seminar classes and assignments' writings by students to strengthen their understandings of the topics and expose them to additional learning. In addition, quiz/ question & answer sessions, interactive & participative learning, student class notes scrutinization are adopted by staff members. Similarly, departments organize guest lectures, in-house & regular seminars, conferences, workshops/ lecture workshops, technical sessions as well as facilitate student participation (learners of all levels) in such events organized by other institutions. Also, remedial classes for slow learners, feedback for corrective & preventive actions (in curricula and teaching – learning process), mentor & mentee system to solve students learning difficulties are practised appropriately. LCD based classes using power point presentations by all departments and screening short films to the students of English literature facilitate unambiguous learning and improving communicative skills. Maas screening of films of curricula relevance and societal importance are also done. Curriculum based industrial / field visits of students are arranged and society/ industry based or real-time research problems are assigned for PG students' project work so as to augment their learning experience. The lab/ wet lab experiments, field studies, in-person evaluation of social issues, other evaluations as research components under project work of literature, humanities, science & biology students, serve not only the purpose of project work in their curricula, enhanced learning as well.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepene urship	Skill Development
Computer Literacy Programme (CLP)	Nil	17/06/2019	185	Yes. The learning and hands-on coaching on the elements (like MS-Word MS-Excel) of computers can ensure e mployability / entreprene urship	Yes. The course would enable the students to develop their computer usage skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Zoology	31/08/2017
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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
BA	Tamil and English	16/06/2006
BA	History	16/06/2008
BBA	Business Administration	16/06/2008
BCom	Commerce	16/06/2008
BSc	Physics, Chemistry and Computer Science	16/06/2006
BSc	Mathematics, Botany, Microbiology and Zoology	16/06/2008

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

	Certificate	Diploma Course
Number of Students	910	0

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
Value Education	17/06/2019	952
Environmental Studies	17/06/2019	952
Gender Studies	02/12/2019	870
Soft Skills Development	02/12/2019	870
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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
MCom	Commerce	36
MSc	Mathematics	33
MSc	Physics	24
MSc	Chemistry	22
MSc	Botany	22
MSc	Computer Science	33
MSc	Microbiology	20
MA	Tamil	32
MA	English	25
MA	History	24
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No

Alumni	Yes
Parents	No

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

Feedback Obtained
The college has been following a structured method to obtain feedback from students, teachers, and from alumni of the college so as to assess the curricula of all the programs. However, it has not yet been collected from parents and employer and IQAC has suggested collecting feedback from the coming academic years onwards. The collected feedback are recorded, assessed appropriately and utilized to infer any insights on curricula development / enrichment and are communicated to the sincere notice of the members/ chairman of Board of Studies (BOS) constituted by the University. At first, feedback / suggestions from the students are discussed in the Department meetings, in the meetings of the Head of Departments/ College Council meetings, with fellow colleagues of other affiliated institutions of the same University and thus effective measures are taken to intervene, modify and implement the same suitably. A staff of a department serving as a member of the BOS would present the outcomes of the feedback with rest of the members and with the chairman of BOS. Otherwise, feedback / suggestions (that needs to be considered for inclusion in the syllabus) would be pointed out to the notice of the chairman of BOS directly by the Head of the Department / staff members of the college. More importantly, Senate Members who represent the College are the strong sources of presenting / communicating the matters relevant to curriculum design development with persons appropriate. It has been noted that the outcomes of the feedback facilitate need based revisions of curricula as well as its student- centric implementation.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Tamil – Shift I	60	256	64
BA	English – Shift I	60	256	65
BBA	Business Administration	60	200	72
BCom	Commerce – Shift I	60	189	68
BSc	Computer Science	42	181	42
MSc	Mathematics	40	89	36
MSc	Physics	25	51	31
MSc	Chemistry	28	68	31
MSc	Botany	25	30	24
MSc	Microbiology	20	28	20
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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
2019	952	297	0	0	120

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
101	101	10	0	10	2

[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)

Along with Head of the Department, each class is exclusively assigned to a staff as its class tutor which enables attending student- wise academic and psycho-social needs in real- time across their duration of the program. In addition, a staff member is deputed as a mentor by the HOD and the Principal to a group of students for caring. In general, an opinion on students' family back ground with respect to financial status (total annual income), parents' occupation and associated hardships, etc. are learnt through mentorship. Similarly, students' details such as date of birth, caste/community, religion, permanent address, medium of education, plus two marks, students' blood group etc are maintained as a bio-data in the academic register. Also, transportation facility available (between their native place and the institution in case of day scholars), academic comfort (board lodging) at the hostel etc. are known from the students by the class tutor, mentor as well as by the HOD and all together, become the bases of students mentoring/ counselling and students' support appropriate. Students are further guided academically based on their performance in internal tests class tests, model exams, assignments/ seminar classes etc. Special classes or weekly class tests are arranged whenever required. Academically bright students / advanced learners are supported with suitable guidance. Similarly, retests are conducted if performance is very poor in tests due to genuine reasons (local bus strike, condolences, serious health issues etc.) after permission from the principal. The mentor, class teachers / HOD would be in contact with the mentees / learners and help to redress their personal problems through constant counselling as and when appropriate the mentor system which is in place serves its purpose. Alumni meets organized at the department have also been a venture to guide and assist the graduates suitably with respect to their do's and don'ts and facilitate in placements.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3393	101	1:34

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
120	101	19	3	51

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
2019	Dr.S. Madasamy	Assistant Professor	Best Academician in Research
2019	Dr.T.R. Muralidaran	Lecturer	Best Contribution in Commerce
2020	Dr.G.Venkatesan	Assistant Professor	Rashtriya Gaurav award 2020 [Certificate of Excellence] – Indian international Friendship Society, New Delhi
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	101TAA	5/3	31/10/2019	06/01/2020
BA	102ENA	5/3	30/11/2019	30/01/2020
BA	103HIT	5/3	02/12/2019	28/01/2020
BBA	105BA	5/3	02/12/2019	24/01/2020
BCom	104COA	5/3	04/12/2019	12/01/2020
MSc	206MA	4/2	26/09/2020	27/10/2020
MSc	207PH	4/2	21/09/2020	31/10/2020
MSc	208CH	4/2	23/09/2020	31/10/2020
MSc	209BO	4/2	23/09/2020	31/10/2020
MSc	210CS	4/2	23/09/2020	02/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Suitable reforms are brought into action as and when needed without any deviation from the affiliating Bharathidasan University recommended assessment components under the Continuous Internal Evaluation (CIE). As much as 25 and 40 of theory and practical evaluation respectively are done through continuous evaluation by the concerned course teacher across the duration and marks are awarded accordingly. A need of a reform on CIE becomes significant on the basis of observing the newly admitted students at their entry level itself. The CIE includes only submission of assignments, internal tests model exams along with group activities/ quizzes seminar classes and does not insist on student attendance for all programs. However, attendance is insisted by departments under the CIE to assist the learners such that their attendance does not go below a minimum of 75 as they will have to be condoned during their semester

end university external examinations. Similarly, if a biology student is admitted in microbiology without the basics of microbiology experiments, such students are given additional practical classes as to train them on-a-par with their fellow mates and the activity is taken for assessments under CIE of practical courses. Further, though scrutinization of students' class notes is not accounted for CIE, teachers would go- through the course class notes maintained by the students to assess and award marks for the student's attendance. In addition, whenever, the students are unable to appear for a minimum of two internal tests due to natural calamities or due to other genuine reasons but attended only one test are graded and marks for internal tests are awarded based on their gross performance during their study. The institution has initiated the teachers such that as to reform their learners through continuous internal assessment of learners' performance and certainly not to employ the CIE as a tool of anything adverse.

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

Yes. The academic calendar is prepared every year for both the odd and even semesters together and the preparation is coordinated by a department. The final hard copy of the academic calendar covers the details of working days (month, date, day the synchronizing total number of days worked), day order [Day order (A through F) time table is followed and a time table comprising six working days considered an Academic Week] and Government holidays /local holidays are indicated. In addition, other particulars such as the procedures for college admission/ discontinuation, issue of Transfer Certificate, Tuition /college Fee and University fee details are also printed. The calendar also includes names / qualifications of teaching faculty of various departments, non-teaching staff, college office staff as well as vacancy positions in each department. Similarly, the staff in-charge / coordinators of NSS, NCC (5 units), YRC, RRC, career guidance cell, placement cell, student hostels, physical education, consumer club and free legal aid cell etc., are provided along with the eligibility conditions for student enrolment. The internal tests model examinations under Continuous Internal Evaluation / Assessment (CIE/ CIA) are scheduled and conducted as indicated in the prepared academic calendar. However, revision of the CIE schedule might be done during unforeseen periods due to incessant rain, depression/ cyclone, or other matters of regional as well as national episodes. As the college is affiliated to the Bharathidasan University, the final/ external examinations are scheduled by the university declares the commencing dates of UG, PG M.Phil., examinations and the college adheres conducts the exams accordingly without any local deviation or compromising total number of workings days each semester.

2.6 – Student Performance and Learning Outcomes

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

http://mrgac.ac.in/syllabus-pos.php

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
101TAA	BA	Tamil – Shift I	63	52	82.5
102ENA	BA	English –	55	40	72.7

		Shift I			
104COA	BCom	B.Com. – Shift I	57	57	100
106MA	BSc	Mathematics	34	33	97
107PHT	BSc	Physics – Tamil Medium	29	29	100
108CHT	BSc	Chemistry– Tamil Medium	35	35	100
203HI	MA	History	20	20	100
209BO	MSc	Botany	22	21	95.4
311MBF	MPhil	Microbiology	2	2	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)

https://mrgac.ac.in/iqac/sss/2019-2020.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
Major Projects	365	Department of Biotechnology (DBT), Ministry of Science and Technology, Government of India	800000	132324
Students Research Projects (Other than compulsory by the University)	185	Tamil Nadu State Council for Science Technology (TNSCST), Chennai - 600 025	7500	7500
Students Research Projects (Other than compulsory by the University)	185	Tamil Nadu State Council for Science Technology (TNSCST), Chennai - 600 025	7500	7500
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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
In-house seminar on Innovative Teaching Methods and Entrepreneurial Development	Department of Commerce	08/08/2019
State level workshop on Research Methods in Commerce: Basic Level	Department of Commerce	13/09/2019
Workshop on Nanotechnology	Workshop on Physics	05/09/2019
One- day seminar on Python – Machine Learning	Department of Computer Science	20/02/2020
One-day national seminar –'Induction of higher educational learners on the disease preventive and therapeutic properties of indigenous medicinal plants and their display' sponsored by Tamil Nadu State Council for Science and Technology (TNSCST), Chen	Department of Microbiology	28/02/2020
Special guest lecture on 'Earth worms in Biotechnology' – Dr. S. Umamaheswari, Professor Head, Department of Biotechnology, Manonmanium Sundaranar University, Tirunelvelli – Speaker spoke on earthworms' types, role of biotechnology in vermiculture,	Department of Microbiology	13/12/2019
Guest lecture on 'Recent trends in Microbiology' – Dr. P. Tholkappian, Professor, Department of Microbiology, Faculty of Agriculture, Annamalai University, Chidambaram – Career opportunities for Microbiology graduates	Department of Microbiology	04/12/2019

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	Name	Sponsored By	Name of the	Nature of Start-	Date of

Center			Start-up	up	Commencement
Nil	Nil	Nil	Nil	Nil	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
00	00	00

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

Name of the Department	Number of PhD's Awarded
Tamil	1
Commerce	5
Microbiology	2

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)
National	English	2	00
National	Commerce	7	00
National	Chemistry	1	00
International	History	2	00
International	Microbiology	9	00
International	Botany	2	00
International	Physics	2	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	6
Chemistry	4
Microbiology	6
Zoology	3
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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
Saramago's Balthazar and Belimunda as a histo	Dr. S. Maran	THINK INDIA	2019	0	Department of English, M. R. Government	0

riographic metaficton					Arts College, Mannargudi		
A study on factors affecting Employee Retention in the effect of Cost-cutting strategies among the IT Companies	Mr.R.Sivarajan, Dr.S.Babu.	THINK INDIA JOURNAL	2019	0	Department of Business Administration, M. R. Government Arts College, Mannargudi		0
The Role of Micro Finance among self-help group for the women Empowerment in Southern Districts of Tamil Nadu: An Empirical Approach	Dr. S.Rajkumar	International Journal of Scientific Research and Review	2020	0	Department of Commerce, M. R. Government Arts College, Mannargudi		0
Random Walk Hypothesis: A Historical Perspective with Select Review of Empirical Work.	Dr.N.V.R.Rajagopalan	History Research Journal (UGC Care C)	2019	0	Department of Commerce, M. R. Government Arts College, Mannargudi		0
Black Datura Fastuosa Flower Extract Mediated Green Synthesis Of Silver Nanoparticles And Their Anti bacterial Activity	Dr.N.Kalyanasundaram	International Journal of Scientific Technology Research	2020	0	Department of Chemistry, M. R. Government Arts College, Mannargudi		0
Oxidative	Dr.N.Kalyanasundar	Journal of	2020	0	Department		0

cyclizatio n based one-post synthesis of 1,3,4 oxadiazole derivative s using me4/NBR oxone	am Dr.N. Sivakumar	Advanced Scientific Research			of Chemistry, M. R. Government Arts College, Mannargudi	
A compar ative study of b actericida l effect of wild collected plant and commercial ly available powder of Vernonea cinerea and Cardio spermum ha licacabum	Jasmin Beula P, Sundar SK and Rajan S.	Asian Journal of Pharmacy and Pharma cology.	2019	0	Department of Microbi ology, M. R. Government Arts College, Mannargudi	0
Isolation, Identifica tion and Molecular Characteri zation of L- Asparag inase Producing Fungal Isolate From Rhizo sphere Soil.	Sudha. N and Anandharaj B.	Journal of Applied Science and Comput ations	2019	0	Department of Microbi ology, M. R. Government Arts College, Mannargudi	0
Molecular characteri zation and Diversity of Rhizobium Sp. From Centrosema ciriginian um	Sweety K Ennacheril and Mahesh, V	Internat ional Journal of Basic and applied research	2019	0	Department of Botany, M. R. Government Arts College, Mannargudi	0
Chaotic and Hyperc haotic	I Manimehan, M Paul	Journal of Computa tional and	2019	0	Department of	4

Dynamics of a Modified Murali-Lakshmanan-Chua Circuit	Asir, P Philominathan	Nonlinear Dynamics			Physics, M. R. Government Arts College, Mannargudi

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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	0	0	Nil

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	10	0	11
Presented papers	14	10	0	0
Resource persons	2	2	1	8

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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
Camp	9 TN BN NCC Karaikudi	1	5
Camp	3 TN CTN, NCC, Trichy - Bishop Heber HSS, Teppakulam	1	5
Camp	8 TN BN NCC, KUMBAKONAM GAC, KUMBAKONAM	1	15
Camp	15 TN BN NCC ERODE	1	1
Camp	8 TN BN NCC, KUMBAKONAM GAC, KUMBAKONAM	1	12
Camp	9 TN BN NCC Karaikudi - AUCPE	1	2
Camp	2 TN BN NCC, TIRUCHIRAPPALLI - NIT, TRICHY	1	5

Camp	11 TN BN NCC, Nagercoil - NTA, Idayappatti	1	3
Camp	NTA, Idayappatti	1	3
Clean India campaign in rural areas	NSS District Rural Development Department	3	40

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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
Nil	Nil	Nil	0

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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
CATC CUM SHooting Trg I/ TSC Selection camp	3 TN CTN, NCC, Trichy - Bishop Heber HSS, Teppakulam	CAMP	1	5
CATC CUM TSC 1	8 TN BN NCC, KUMBAKONAM GAC, KUMBAKONAM	CAMP	1	15
CATC CUM IGC SHOOTING	15 TN BN NCC ERODE	CAMP	1	1
CATC CUM TSC LAUNC	8 TN BN NCC, KUMBAKONAM GAC, KUMBAKONAM	CAMP	1	12
ATC CUM TSC TRG II	9 TN BN NCC Karaikudi - AUCPE	CAMP	1	2
Swachh Bharat Mission intrenship programme (08.07.2019)	NSS	Swatch Bharath awareness	1	150

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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
Twining- program with the Department of Microbiology, M.R. Government Arts College,	Mr. Debulman Syiemiong, Department of Botany, St. Edmund's College,	Department of Biotechnology (DBT), Ministry of Science Technology, Government of	365

Mannargudi – 614 001	Shillong – 793003, Meghalaya	India, New Delhi	
Two Doctoral Committee (DC) meetings to assess Ph.D. research scholars' progress periodically.	Two external subject experts and research guide & supervisor	Remuneration of subject experts and guide is paid from college research fund.	1
Joint research paper publications in national international research journals.	Faculty, research guide & supervisor and research scholars of the college departments and Professors, researchers & research scholars from Universities, research institutes & from various other colleges	Self (author) or from funded minor or major research projects	1086
Approval of research procedure or proposal by the Institutional Bioethical Committee	Principal investigator (PI) of the research work, research guide and supervisor, junior research fellow or project fellow or research scholar, Head of the Departments, Subject experts, students' & research scholars' representatives	Self (Research scholar) or from respective funded minor or major research projects	1
Selection of Junior Research Fellow (JRF) or Project Fellow (PF) under funded research projects	Principal investigator (PI) of the research work, junior research fellow or project fellow applicant, Head of the Department, & a Subject expert.	Remuneration of subject experts is paid from the research grant	1
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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

| Twining-program with the Department of Microbiology, M.R. Government Arts College, Mannargudi – 614 001 | Minor Research Project, Department of Biotechnology (DBT), Ministry of Science Technology, Government of India, New Delhi | Mr. Debulman Syiemiong, Department of Botany, St. Edmunds College, Shillong – 793003, Meghalaya Dr. K. Vijayakumar, Assistant Professor, Department of Microbiology, Bharathidasan University Constituent College, Perumbalur, Tamilnadu | 20/03/2018 | Nill | Mr. Debulman Syiemiong, Department of Botany, St. Edmunds College, Shillong – 793003, Meghalaya Dr. K. Vijayakumar, Assistant Professor, Department of Microbiology, Bharathidasan University Constituent College, Perumbalur, Tamilnadu |

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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
Bon Secours College for Women, Thanjavur – 613 006	22/06/2016	? To promote skill development activities towards entrepreneurship and employability. ? To organize programmes on emerging global trends and innovations. ? To facilitate initiation, sustenance and development of research culture / need based research	24

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2745000	2745000

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28924	3790542	928	213354	29852	4003896

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. I. Manimehan, Assistant Professor of Physics	Microprocessor	BDU E- Content Cloud	16/05/2020
Dr. G. Anand, Assistant Professor of Physics	Advanced Physics	BDU E- Content Cloud	16/05/2020
Dr. G. Anand, Assistant Professor of Physics	Nano Physics	BDU E- Content Cloud	16/05/2020
Prof. S.V. Nethaji, Assistant Professor of Computer Science	Digital Image Processing	BDU E- Content Cloud	19/05/2020

| Prof. S.V. Nethaji, Assistant Professor of Computer Science | Artificial Intelligence | BDU E- Content Cloud | 20/05/2020 |
| Prof. S.V. Nethaji, Assistant Professor of Computer Science | Operating Systems | BDU E- Content Cloud | 26/05/2020 |

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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	88	2	19	1	1	1	12	10	0
Added	0	0	0	0	0	0	0	0	0
Total	88	2	19	1	1	1	12	10	0

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

10 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
445000	444920	2300000	2300000

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)

Laboratory: All the program curricula except Tamil and History curricula, have a practical course and hence laboratory classes are inevitable. Mathematics, commerce and business administration do not possess a department laboratory facility and hence utilize the computer science laboratory to conduct computer related practical courses. A consensus time table is prepared accordingly and followed. The departments with practical courses and with exclusive laboratory maintain and utilize their respective laboratory by procuring essential articles/ items for each practical course using state/ central government provided funds. Sometimes, the procurement of certain major instruments / machines is finalized by the College Council itself ensuring effective and efficient utilization of the available funds. At first, the total funds received from state Government under various heads are distributed based on the assessment of the needs of individual departments during the College

Council meeting. Similarly, to ensure the judicious utilization of funds, the guidelines set out by the state government are adopted while purchasing of recurring / non-recurring items by each of the department: 1. Indent for the academic year is prepared stating all the items required (Purchase Maintenance) stores equipment's machinery equipments Books contingency etc., the same is scrutinized and approved by the Principal. (respective HODs receive a list of practical course requirements from staff before preparing the indent). 2. A minimum of three quotations [whenever the proposed expense is more than Rs.5000/-] is taken from approved companies for the items that are intended to be the procured so as to determine efficient pricing of materials. 3. A comparative statement of quotations is prepared accordingly order list is prepared and placed. After the receipt of the articles from the companies, the materials are checked and the details of all the materials / articles are entered in registers and stock is maintained. Public Works Department (PWD): The PWD is vested with the overall physical maintenance of the institution. Any re-pair / maintenance of laboratory buildings (including sports facilities, staff room and students' class rooms) and their water supplies are taken care by the PWD. Every year, a stock of requirements is submitted to the PWD by the principal informing the laboratories requiring maintenance work and the same is undertaken by the PWD appropriately. Under the chairmanship of the chief executive engineer assistant executive engineer along with a team of representative staff members of the college, the amount allotted by the government to the college is appropriately utilized for maintaining the physical facilities of the institution. Similarly, maintenance/ re- pair of any required electricity facilities of laboratories, staff rooms, students' class rooms etc. is also taken care off. A need for extra classes is managed through shift systems where students pursuing their programs (Tamil, English Commerce) in shift II would attend the classes (afternoon) after shift I students complete their classes.

http://mrgac.ac.in/aqar/documents/procedures-and-polices-for-maintaining-infrastructure.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	Adi Dravidar Tribal Welfare Scholarship (Department of Adi Dravidar and Tribal Welfare), BC MBC Welfare Scholarship (Department of Backward classes Welfare) Tamil medium students stipend	3073	9898226
Financial Support from Other Sources			
a) National	Major Research Project, Department of Biotechnology (DBT), Ministry of Science and Technology,	1	81553

	Government of India			
b)International	Nil	0	0	

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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
Bridge course	24/06/2019	952	Department of Higher Education, Government of Tamil Nadu (Prof.S. Maran, Department of English Dr. K. Panneer Selvam, Department of Microbiology served as in-charge staff)
Remedial coaching for academically poor students	03/12/2019	107	Members of staff of the respective courses
Yoga	21/06/2019	117	Career Guidance Cell, M.R. Govt. Arts College, Mannargudi (Mr. K. Punniyamoorthy, Assistant, M.R. Government Arts College, Mannargudi demonstrated various asana)
Skill Development Program	12/12/2019	120	Electronic Corporation of India Department of Higher Education, Government of Tamil Nadu

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Guidance Cell, M.R. Government Arts College – Career guidance	257	257	0	0

	program on 'TNPSC Group IV exams 2019- 2020 – A guidance for a successful preparation organized on 24.07.2019 – Mr. T. Selva Kumar, Librarian, Branch Library - Resource Person				
2019	Competitive examinations career counselling - BA Tamil	55	15	0	0
2019	Competitive examinations & career counselling - MA Tamil	55	15	0	0
2019	Competitive examinations & career counselling - B.Sc., Physics	21	10	0	0
2019	Competitive examinations & career counselling - M.Sc., Physics	21	10	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus		Off campus	

Name of organizations visited	Number of students participated	Number of stduents placed	Name of organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Government of Tamil Nadu	8	8

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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	18	BA	Tamil	M.R. Government Arts College, Mannargudi	M.A Tamil
2019	15	BA	English	M.R. Government Arts College, Mannargudi	M.A English
2019	2	BA	English	Arunamalai College of Education, Thanjavur	B.Ed.
2019	20	BA	History	M.R. Government Arts College, Mannargudi	M.A History
2019	1	BA	History	Alagappa University of Karaikudi, Tamil Nadu	M.A History
2019	23	B.Com	Commerce	M.R. Government Arts College, Mannargudi	M.Com. Commerce
2019	1	M.Com	Commerce	M.R. Government Arts College, Mannargudi	M.Phil. Commerce
2019	1	BBA	Business Administration	M.R. Government Arts College, Mannargudi	M.Com. Commerce
2019	1	BBA	Business A	Bharathida	MBA

| 2019 | 2 | B.Sc. | Chemistry | M.R. Government Arts College, Mannargudi | M.Phil., Chemistry |

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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	1

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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
Volley ball (Men)	Intramural	132
Volley ball (Women)	Intramural	84
Throw ball (W)	Intramural	120
World Population Day 2019, Tamil Elocution	M.R.G. Govt. Arts College, Mannargudi (09.07.2019)	8
World Population Day 2019, Tamil Essay	M.R.G. Govt. Arts College, Mannargudi (09.07.2019)	14
World Population Day 2019, Drawing	M.R.G. Govt. Arts College, Mannargudi (09.07.2019)	10
Independence Day Celebration 2019, Tamil Elocution	M.R.G. Govt. Arts College, Mannargudi (06.08.2019)	9
Independence Day Celebration 2019, Tamil Essay	M.R.G. Govt. Arts College, Mannargudi (06.08.2019)	12
Independence Day Celebration 2019, Tamil Poem Writing	M.R.G. Govt. Arts College, Mannargudi (06.08.2019)	6
Kabaddi (W)	BDU Inter Collegiate	12

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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	Nil	National	0	0		Ms. V.

					P19050221	Subashini Team, Department of English
2019	Nil	National	0	0	P19050222	Ms. S. Sumathi Department of English
2019	Nil	National	0	0	P19050221	Ms. V. Subashini, Department of English
2019	Nil	National	0	0	CB18S438 199	Ms. K. Kowsalya, Department of Physics
2019	Nil	National	0	0	CB18S438 170	Ms. S. Priya, Department of Physics
2019	I Prize – MRGAC	National	1	1	II B.Sc. Physics	Ms. D. Poovarasi
2019	I Prize- MRGAC	National	1	1	I MA English	Ms. S. Sumathi
2019	I Prize – Thullal – JCT	National	1	1	II M.Sc. Physics	Mr. B. Logesh
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The concerned Head of the Department assigns a faculty as class tutor or class in-charge of an under graduate or post graduate class and the faculty takes care of the academic administrative activities of the class along with the respective department's HOD. The tasks of the class tutors include maintaining students' profile register presenting various details of the students, periodical sum- up of students' attendance, distribution of semester mark statements of the affiliating university and other such documents to class students, maintenance of the internal external marks in the students profile as well as a register, preparing list of subject codes of class students who appear for university examinations, coordinating exam fee collection and its payment at the college office, receiving of or applying for any other documents/ certificates from the university or college office etc., As the responsibilities are to be met in addition to the class teacher's core academic work of teaching theory and practical courses, a need for assistance is understandable. In this context, academically enthusiastic but, volunteering students (one or two) of the class are identified to represent or facilitate the above mentioned activities of the class along with the class teacher. Similarly, such students would also coordinate alumni meetings whenever organized by the department after the duration of the program. In this regard, it is also proposed that academically sound and dynamic learners of literature, humanities, science and commerce would be members as alumna or alumnus representative of the Internal Quality Assurance Cell (IQAC) committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

 No

5.4.2 – No. of enrolled Alumni:

1286

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

427000

5.4.4 – Meetings/activities organized by Alumni Association :

The college council in its meeting held on 31st January 2014 resolved to recognize and establish Old Students Association (OSA) and the out- going UG PG students of all programs shall be enrolled as its alumna/ alumnus. In this context, the OSA of the college has been functional in the college from the academic year 2013-14 and all the outgoing final years students are its members. On 31st January 2014, the College Council also resolved that any fund accrued under the OSA shall be spent towards the procurement of non-recurring items / immovable properties – student/ staff furniture, creating safe drinking water facilities etc. (upto to a maximum of 60 of the total fund available) for the college every year, a portion of the fund shall also be utilized for awarding the best performing students/ student achievers in the form prizes during college functions. Similarly, alumni meet is organized by all the departments and is a part of graduation day celebration every year. After the graduation day function, the graduates would also attend the OSA meeting at the respective departments. During the course of the OSA meeting, the graduates would update their profiles at the department (with their status of employment, current address, email ID, phone numbers etc.) and provide a feed- back with respect to their curricula (on syllabus with respect to new contents in the syllabi or nature of revisions/ updations required as to suit the current need/ trend etc.) and are passed-on to the members of the BOS. Their other views pertaining to curricular, co extracurricular activities are also noted on the day of the event. A healthy network amongst the alumni is established among the members of OSA. Department level contact is maintained with each batch of the old students. Among the graduates of each batch, intra network is always encouraged so that a particular student belonging to a particular batch would always be a reliable source of information about the students of that batch.

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)

Decentralization The various curricular and co/ extracurricular activities of the college are effectively decentralized for a better governance and performance. All departments and units (NSS/ NCC/ YRC/ RRC etc.) have the requisite authority to ensure operational autonomy but in accordance with guidelines of the affiliating University and with the approval of the Principal. HOD is delegated with department level authority, with operational autonomy but is subjected to the Principal's endorsement. Mostly, HODs along with staff members actively govern and administer the department. Students' scholarships: The BC, MBC, SC ST scholarship applications of students forwarded by the departments are being decentralized for scrutinization and authorization staff members are appointed as in-charge/s by the Principal and all the

scholarship applications from various departments under each category are checked, approved forwarded to the office. Subsequently, the college office clears the same for scholarship as per the scheme and enables managing a large number of applicants. Supply of students' bonafide certificates, bus pass and issuing identity cards is also managed by decentralization. Conducting semester examinations: In association with non- teaching staff (lab technicians from science departments assistants from college office) of the college, one of the senior teachers from a department is deputed as the in-charge of semester examinations of the affiliating Bharathidasan University, by the principal and the university external examinations are conducted. The in-chargeship goes around the departments each year enabling a wider participative management. Computer Literacy Programme (CLP): Though it is a separate program offered by the Government of Tamil Nadu to provide a basic computer literacy to all non-computer science students, a regular staff coordinates in conducing the program as co-ordinated by Prof. S.V. Nethaji, Assistant Professor Head, Department of Computer Science during 2019- 2020. Participative management College council: The principal is the head of the institution and a senior teacher of each department as identified by the government is the in-charge/ head of the department. Principal along with all the Head of the Departments of the campus constitute the members of 'college council' which meets appropriately to discuss matters of academic relevance, to draft decisions of academic importance as well as to resolve issues, if any. A 3 tire system of staff, HOD and the principal facilitate an active/ effective participative management. Similarly, each unit (NSS, NCC, RRC, YRC etc.) / committee (anti ragging, inquiry, students' grievances redressal committees, women's cell etc) constitutes staff (both men and women staff) from various departments as co-ordinators / members and leads to participative but, effective management. Participative management – Campus maintenance: Periodical cleaning of the college campus is carried out through 'mass cleaning events' with the participation of staff and students and is co-ordinated by NSS and NCC wings of the college. Staff and students from humanities, commerce management and from science departments take part in 'mass cleaning' of adjoining places of their respective departments as and when required.

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	Timely and need- based curricular /syllabi revision or updation through staff members who serve as Members, Board of Studies of the parenting Bharathidasan University, Tiruchirappalli and through other staff representatives. Principal a teaching senior staff of the college as Senate members of the affiliating University, and as the representative of the institution redress any need for curricular enhancement. Student, alumni and staff derived feedback interpretations and appropriate actions as to bring-in the curricular updation suitably.

Teaching and Learning	Classes for advanced learners Remedial classes Mentor – mentee interactions career counselling Guest lecture programs by external subject experts to provide current subject exposure Student projects Field industrial visits Computer Literacy Program (CLP) as a venture of educating computer literacy skill development. To actuate teaching learning process of educator and learner appropriately, usage of multimedia / technology / novel methods of class room teaching. Theme based posters presentation, skill displays etc., in events hosted by other academic institutions Supply of course materials Providing practical or laboratory manuals or materials for experiments.
Examination and Evaluation	Examination and Evaluation Continuous internal assessment/ evaluation (CIE) of students across each semester both in theory practical courses and extension activities covers the following: Internal tests Model tests Class tests Assignment writing Seminar classes Attendance Quiz classes Class notes maintenance by students and their scrutiny by staff Observation note books for practical courses Record writing and its performance in practical courses Overall attentiveness and sincerity of students during each semester across the program duration etc. Students participation in the activities of NCC, NSS, RRC, YRC etc.
Research and Development	Research and Development: Departments as university approved research centres, College Research Committee (CRC) to coordinate among the research departments, Department Research Committees (DRC) Doctoral Committees (DC) to support research scholars Availability of Co-guide in addition to Guide and Supervisor of a research scholar, if required Attendance and scholarships for research scholars, Grants from funding institutions for research scholars [e.g. stipend from RFRS scheme] Implementing funded projects by faculty Student project grants from granting institutions. Organizing seminars/ conferences, Linking and supporting of cohort / multi center research studies/ projects etc. Participation research abstract presentation in seminars, conferences

	etc. Research articles and papers publication in indexed journals by staff scholars
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure / Instrumentation Procuring course text books, laboratory manuals etc. every year using state central government funds Procuring books manuals through funded research projects Library book purchase is also a source of book materials of competitive exams Digital library provision RUSA funded physical infrastructure facilities and science laboratory instrumentation Establishment of smart class rooms laboratories with ICT facilities
Human Resource Management	Periodical faculty improvement programs (FIPs) for teaching staff need based training orientation through participation in seminars/ conferences/ hands on workshops, exclusive orientation/ training programs, rewarding of research qualifications (M.Phil. Ph.D.) in the form of increments etc. help in the knowledge updatement/ revision and sustenance to ensure better and on- a- par teaching and coaching. While NCC, NSS, RRC, YRC students' role participation in various extension activities have been a productive management of human resources, their enrolment is a mandatory co- curricular activity which earns 1 credit during their graduation.
Industry Interaction / Collaboration	Initiations are taken to bring- in Memorandum of Understanding (MoU) with institutions of academic excellence, with other higher educational institutions, regional colleges, Universities as a mean to exchange expertise and facilities both for the students and refreshment of staff. Collaboration by NCC, NSS, RRC, YRC etc., with government institutions and with non- governmental organisations (NGOs) brings out stakeholders centric useful activities like tree plantation, awareness creation, environmental protection, etc., Subject experts from other institutions as members of research scholars' Doctoral Committee certainly a quality enhancement activity.
Admission of Students	As per the guidelines of the Government of Tamil Nadu, students are

	admitted based on their scores / total marks in higher secondary board examinations. The applicants are ranked based on their total score, prospective students are called for counselling and are admitted based on merit. Through special quota students with credits in sports', wards of ex-service men, physically challenged applicants etc are admitted. Research scholars (M.Phil., and Ph.D.) are enrolled based on entrance tests or subject examination or based on the research proposal submitted by the scholars appropriately

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

E-governace area	Details
Planning and Development	Scrolling of important messages in the college website PWD (Public works department) versus college related works Participation in National Institutional Ranking Framework (NIRF) and All India Survey on Higher Education (AISHE) Seeking for quotations from enterprises, placing purchase orders etc. through e-mail.
Administration	Preparation of teaching and non-teaching staff profiles Preparation of students profiles Strength of students, research scholars and staff E-mail communication, data submission etc., suitably between the Principal's office and other departments and vice- versa Communications to Regional Joint Director/ Director, Directorate of collegiate education, to the affiliating University as well as to various other departments/ offices and vice- versa.
Finance and Accounts	Salary bill preparation Maintenance of accounts Purchase bill settlements to enterprises/ companies etc.
Student Admission and Support	News scrolling in local television channels regarding UG PG applications, students counselling and admission Rank list preparation for admission counselling Students admission documentation and submission to the university Students, research scholars and staff usage of the college digital library for material collection, reference, students data submission to the parent university by staff, online fee payment towards exam applications, mark statements etc.

Examination	Online submission of examination fee payment details of students and research scholars to the affiliating university. Submitting students' attendance in the university portal, Downloading of semester exam hall tickets Uploading continuous internal assessment marks in the university portal, Access to the examination results in the university website.

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	Nil	Nil	Nil	0

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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 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)
2019	Nil	Nil	Nill	Nill	0	0

No file uploaded.

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
Refresher Course in Tamil	2	20/06/2019	03/07/2019	14
Refresher Course in History	1	23/10/2019	05/11/2019	14
Refresher Course in Commerce	2	20/09/2019	03/10/2019	14
Short term course in SPSS PACKAGE	1	07/12/2019	11/12/2019	5
Research Colloquium on Business and	1	29/11/2019	03/12/2019	5

Social Sciences				
Refresher Course in Physics	2	23/10/2019	05/11/2019	14
Faculty Development Program	1	26/12/2019	31/12/2019	6
Refresher Course in Life Sciences	3	16/07/2019	29/07/2019	14
Refresher Course in Educational Technology	2	06/12/2019	19/12/2019	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	0	3	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NHIS – Government of Tamilnadu New Health Insurance Scheme for the Tamilnadu govt. Employees offered by the United India Insurance for staff his /her family members (Eligible to claim upto Rs. 5,00,000/) FBF - Family Benefit Fund Society (for savings and personal loan) To own a house / plot (with loan) To rental a house (through Housing Board) To own a house (through Housing Board) Surrender of EL Purchase in Co-optex Festival Advance (Rs. 5000/-) Pongal exgratia of Rs1000/- (for employees of A B grade) Maternity and paternity leave Pension/Contributory Pension Scheme (CPS) (after 2004-05) Leave Travelling Concession - LTC Study leave under FIP with all benefits Unearned leave on private	NHIS – Government of Tamilnadu New Health Insurance Scheme for the Tamilnadu govt. Employees offered by the United India Insurance for staff his /her family members (Eligible to claim upto Rs. 5,00,000/) FBF - Family Benefit Fund Society (for savings and personal loan) To own a house / plot (with loan) To rental a house (through Housing Board) To own a house (through Housing Board) Surrender of EL Purchase in Co-optex Festival Advance (Rs. 5000/-) Pongal exgratia of Rs1000/- (for employees of A B grade) Maternity and paternity leave Pension/Contributory Pension Scheme (CPS) (after 2004-05) Leave Travelling Concession - LTC Study leave under FIP with all benefits Unearned leave on private	Government of Tamilnadu Student scholarship: BC/MBC.SC/ST student scholarship Tamil medium students' scholarship Farmers Welfare Scheme student scholarship Stipend for Tamil medium students First Graduate scholarship Quota system is followed in admissions (details are mentioned appropriately) Free students' bus pass Free boarding and lodging facilities in girls and boys SC/ST BC/ MBC hostels appropriately No admission fee Remedial classes are organized for the failed students every semester. Counselling for needy students Focussed/ professional guidance is provided to students who prepare for participation in debates, discussions, quizzes cultural activities etc. Sports students: Sports students are given a total of 15

affairs with 6 months salary. Special Provident Fund – 2000 (on retirement) Government posting to the legal heirs of deceased (during service) on compassionate grounds. Govt. Loan (for house construction/ purchase, two/four wheeler purchase etc.	affairs with 6 months salary. Special Provident Fund – 2000 (on retirement) Government posting to the legal heirs of deceased (during service) on compassionate grounds. Govt. Loan (for house construction/ purchase, two/four wheeler purchase etc.	days On Duty every year. Additional tutorial is arranged for such students as to facilitate and support their studies. As decided by the college sports committee, the following are also done based on need/ event/ level etc.,: Sports shoe is given free (provided the student shares 50 of total cost of the material, it is left as his own and not taken back when he / she goes out of the College) Sports uniform for an event /game is given free of cost (T-shirts, lower, slacks, pullover etc.) On the days of practice, each sports student is given Rs. 40/- per day towards dietary requirements. (Although the actual amount allocated for sports under this category is only Rs. 20/- per day/ sports student) In addition, DA Rs. 125/- is provided on days of sports events. Similarly, expenses towards TA of sports students are met. Achievers are given special prizes in the form of materials or articles that are useful for them during practice or sports events. Students with physical disabilities: Preference is given in college admissions During University examinations, seats are allocated in the ground floors. Scribes are arranged to take up the university exams for students who are visually disabled and with other physical disabilities.

6.4 – Financial Management and Resource Mobilization

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

Yes. The institution is subjected to both internal and external auditing of finance. At the end of every academic year, staff committees constituted by the Principal visit an assigned department or units (IQAC, NSS, NCC, RRC, YRC) audits by examining registers/ records relevant documents of financial relevance maintained by the department and units submits a recorded feedback report of the internal auditing to the principal. Similarly, auditing staff from the Directorate of Collegiate Education, Chennai, the Joint Directorate of Collegiate Education, Thanjavur and from the office of the Account General (AG), Chennai, from the Local Fund Audit Department audit financial transactions of college office and departments.

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
College Research Fund, PD II account, M.R. Government Arts College, Mannargudi - 614 001	576000	To purchase instruments, books, journals and magazines as to upgrade stores and equipments, machinery equipments of laboratories so as to enhance research facilities of the departments.
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6.4.3 – Total corpus fund generated

0

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	No	NA	Yes	Internal Quality Assurance Cell (IQAC)
Administrative	Yes	Directorate of Collegiate Education, Chennai the Regional Joint Director of Collegiate Education, Thanjavur.	Yes	College staff committee constituted by the Principal

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

As a measure of PTA support, the fund accrued under PTA is being utilized for various student- centric activities as below: Full- time teachers are appointed whenever any shortage of faculty arises in a department and such teachers are paid through PTA fund. This enables timely completion of syllabus and effective delivery of the curriculum. Menial staff or clerical staff for college office

or laboratory assistants for science laboratories are also placed using PTA fund, if required. Similarly, small scale infra- structure facilities are established. General difficulties among students with respect to theory and practical classes of different courses, any need for extra classes or any other specific assistance required are brought out from parents of the wards during PTA meetings. The wards are accordingly facilitated.

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

Two-day seminar and workshop on Tamil language for governance One month training program for junior assistant promotion by the Government of Tamil Nadu.

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

Research programs (either Ph.D., or M.Phil., and Ph.D.) are being offered by all the departments In the recent past, college has started offering two new programs (B.Sc., Zoology M.Sc., Microbiology) and is being functional from 2017 – 2018 academic year onwards. Funding to the college through the Rashtriya Uchchattar Shiksha Abhiyan (RUSA) scheme uplifted the teaching- learning facilities of all the departments in tune with the current needs and other infra- structure facilities as required by the institution. New physical infra- structure facilities constructed. Construction of new physical infra- structure facilities is initiated College is recognized as the centre of Distance Education, Bharathidasan University, Tiruchirappalli as well as the regional centre of Tamil Nadu Open University, Chennai.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	IQAC meeting of its internal members to analyse the students' feedback received during the year as well as to discuss the future plan of academic action for the academic year 2020-2021.	10/03/2020	10/03/2020	10/03/2020	18
2019	Induction meeting was organized by	17/06/2019	17/06/2019	17/06/2019	425

2019	Induction meeting was organized by the IQAC to the newly enrolled UG students of all programs as both introductory session and guidance to the higher education.				
2019	Induction meeting was organized by the IQAC to the newly enrolled PG students of all programs as both introductory session and guidance to the higher education.	24/07/2019	24/07/2019	24/07/2019	181
2019	Regular IQAC meeting to draft the academic, research and extension activities of the academic year 2019-2020.	09/08/2019	09/08/2019	09/08/2019	16

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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's day celebration. (Organized by the Women's cell, M.R. Government Arts College, Mannargudi)	06/03/2020	06/03/2020	94	3

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
M.R. Government Arts College, Mannargudi is holistically conscious of preserving not only its immediate surroundings but also conserving the extended environment. In this context, the institution's activities are regular as well as more pragmatic the same are enumerated as under: 1. The 43 acres campus hosts thick vegetation with more than 1000 trees and 250 plant saplings (of various ages – 1 year, 2 years or more duration and donated by OSA members, NGOs, as well as by the government departments) and thus adds to a rich salubrious academic environment. The administration is conscious of sustaining the vegetation by enrolling NSS students as well as the cadets of NCC so as to care and maintain the plants / plant samplings. 2. Rain water harvesting is practised by the institution as a mean of its contribution towards recharging and sustenance of the ground water table. 3. Safe and eco-friendly waste disposal is always ensured. In particular, microbiology and zoology laboratory wastes are being managed by following a standard operating procedure (SOP) of decontamination and subsequent disposal in an exclusive pit so as to protect the immediate environment. 4. Plastic wastes if any, accumulating in the college campus are collected by the NCC students and are handed over to the Mannargudi Municipality either for a safe disposal or for recycling. The institution has been with a commendable in-campus sustainable environmental consciousness.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	12
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	Nill	03/01/2020	1	Mushroom cultivation using paddy straw as	The local participants were inducted with	30

| 2020 | 1 | Nill | 10/02/2020 | 1 | Field visit by Biology Students from the National Higher Secondary School, Mannargudi | Staff members, Department of Botany, M.R. Government Arts College, Mannargudi took the students with biology background from the school for a filed visit with in the campus and explained the characteristics features of rare plants. | 54 |

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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)
M.R. Government Arts College, Mannargudi - Students	17/06/2019	Each newly enrolled student is inducted on the essential code of conducts in the campus on the day of the admission, and during induction meetings. Additionally, mentorship, discussions during course delivery (for instance the course on 'value education'), counselling by the class teacher as well as by the HOD ensure the same. A good follow- up on the code of conduct is possible as the students are being assessed

		continuously across the duration of their programme.
M.R. Government Arts College, Mannargudi – Research scholars	17/06/2019	Research scholars enrolling under the guidance and supervision of a recognized research guide are to present their research proposal to the Department Research Committee (DRC) comprising the guide, HOD and two subject experts before admission. This forum enables imparting essential code of conducts among research students. A follow up and any deviation on the committed act among the research scholars shall be bridged by the respective research guide, HOD and by the Head of the Institution. Similarly, the Doctoral Committee (DC) members during the meetings could check and confirm the act.
M.R. Government Arts College, Mannargudi – Teaching and non-teaching staff	17/06/2019	Teaching and non-teaching staff (permanent and full- time) are committed towards the code of conducts equally as committed with their work responsibilities and the Head of the Institution would be vigilant and follows up.
M.R. Government Arts College, Mannargudi – Parents	17/06/2019	The code of conducts of parents is given to their knowledge on the day of admission with respect to wards' class timings and others. Parents Teachers Association (PTA) meetings have additionally been a forum towards the same. To have a follow- up, parents are invited and discussed in person as and when required appropriately.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants

Internal national yoga day 2019 – Staff, Research scholars Students	21/06/2019	21/06/2019	117

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

1. Plastics' free campus: Usage of non-eco-friendly and non-biodegradable articles / items (plastic tea /coffee cups, polythene covers/sheets used for packing food stuffs carry bags etc.) by students and staff in the campus is prohibited. 2. Efforts for carbon neutrality: Usage of bicycle by a majority of the students as a measure to prevent pollution / decrease particulate materials in the environment is done to encourage the practice, exclusive bicycle parking sheds are available for girls and boys separately. Importantly, students' mobility in two wheelers within the campus is highly restricted. 3. Plantation and irrigation: More than one thousand trees are grown in the college campus through social forestry scheme of the government and also fresh plant saplings/ seedlings are planted every year by the NSS volunteers and by local NGOs. Furrows are dug around the grown plants and plant saplings for effective irrigation (such works are re-done just before the rainy seasons to effectuate water accumulation / collection is ensured) as well as to minimize irrigation of these plants using pumped water from the water tank. The no.2 no. 3 facilitate effective carbon neutrality and provide a healthy/ caring ambience. 4. Check dam rain water harvesting: Small and safer pits are dug, water is allowed to accumulate during rainy seasons and thus the recharging of ground water bed is facilitated. Similarly, in every building suitable pipe are fit invariably and rain water channelled beneath the earth with effective percolation of water in the land. Here, stored tank water usage for plants is minimized. 5. Waste/ laboratory waste management: Safe firing and disposing of wastes (at safe and designated places by menial staff) which are generated in huge quantities from student class rooms and college campus are practiced. Similarly, wastes from biology laboratories are disposed after decontamination at the laboratory based on standard operating procedures in isolated places. 6. Class room/ laboratory ethics: Students / staff are educated to switch off the lights /fans/ air- conditioner in their respective class rooms as well as in laboratories after usage as a measure of conservation and eco- friendliness. The college security would come around all the buildings of the campus every evening so as to restore the condition, if not done by the students.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practice 1 1. Title of the best practice Student Assembly (Prayer) – twice monthly 2. Aim of the practice Primarily, students are assembled once in a fortnight as a mode to underscore student discipline, to convey important curricular as well as co extracurricular messages/ information in real- time, as a venue of appreciating/ encouraging best performing students as well as a forum to display the skills of able students. 3. The principle context Underscoring students discipline is a foremost approach to enhance their academic performance and to regulate adolescence towards an honest life. Also, seasonal but the best performance of students both outside and within the campus is brought to the notice of all in real- time as well as it inducts other fellow mates across the programmes. Further, important curricular / academic information is given to a mass of learners and the practice as a mass communication event, the student absentees also would receive the information without any delay. 4. The practice The Principal circulates (if required) the date, time and place of the students' prayer the class in-charge and HOD ensure

the arrival of their students during the assembly, prayer song is sung, a senior teacher welcomes the gathering and the principal would deliver the intended information, feedback is taken from students as and when required. Other faculty members / in-charge staff/ coordinators make announcements that are common to most of the students. The national anthem is sung at the end and students disperse. 5. Outcome of the event The information of the students assembly reaches even those students who were absent on the day of the event. A feedback from students ensures that the learners strongly feel rejuvenated and encouraged. Though the time spent on this activity considerably less, the impact that it brings-in noted to be remarkable 6. Problems encountered One or two students felt discomfort or got fainted during some of the students' assembly meetings when the meeting lasted for more than 15 minutes and it could probably owing to a fact that more than one- third of the students' strength of the college represents girl students. 7. Facilities/ resources needed Comfort facilities like a hall / sitting furniture are required First- aid kits basic medications Instant energy providers like glucose Best practice 2 1. Title of the best practice Remedial classes for underperforming learners – SC/ ST, MBC Backward class students 2. Aim of the practice Obviously, the practice targets both seasonal and regular underperforming SC ST as well as other students so as to support them academically to clear their courses or to enhance their performance on-a- par with their counterparts in the university examinations. 3. The principle context A review or revisiting of the portions of a course is required for a few learners who underperformed in a semester due to a temporary cause like falling sick absenteeism for a few regular classes or additional classes would be needed for naturally poor performers and in this context, a remedial class by the course teacher during beyond the class hours and revising the course topics additionally would certainly be beneficial for a good performance in the examination. 4. The practice The class in-charge would take a stock of failed students of a semester in a course with permission from the HOD, enroll the students who are in need of remedial classes, schedule the classes and thus the classes are offered. Students are examined with a written test or two feedback is provided on the performance of the enrolled students suitable reading materials are supplied for exam preparation and are allowed for the university examination. 5. Outcome of the event A poor performance or a failure in a course is not evident among students who attended the remedial classes. 6. Problems encountered The remedial classes are conducted outside the class hours and at least a few students find it difficult in attending the classes owing to slim transport facilities between their home village and college and in this regard, attending the classes on time or reaching home back comfortably is becoming tiresome. 7. Facilities/ resources needed To offer the remedial classes during holidays

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://mrgac.ac.in/aqar/documents/best-practices-of-the-college.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

Vision: To provide quality higher education to students of the rural and economically weaker sections of the region and thereby to make them participants in the nation building endeavour. M.R. Government Arts College, Mannargudi was established by the erstwhile government officials with the vision of transferring higher education among the wards of the regional families who represent rural areas and are socio-economically backward. In discharging the responsibility, the institution has been striving to bring- out graduates with quality, real- time social awareness responsibility as such a

trained vigilant man power would certainly fetch with the expectations of an employer as well as with the needs of the present competitive world. In this context, the institution's act of transfusing a quality higher education among the neediest wards of the region obviously noted to uplift the living status of such families and thus contributes towards the nation building endeavour. Significantly, the institution is distinctive behind the backdrop of admitting and educating wards who are majorly the first generation graduates of their respective families and their parents are mostly daily wagers, agricultural daily wagers or small/ micro farmers with marginal economic resources. The distinctiveness of the college are to be enumerated as admitting majorly first graduates, wards belong to economically weaker sections of parents/ society, enrolment to higher education with no admission fee or annual fee, very judicious but thin expenditure to the wards during the programme study duration (UG 3 years PG 2 years), a vast campus (43 acres) with a thick vegetation and hence a salubrious environment, effective teaching and coaching, enhanced and real- time exposure, all departments with research programmes and with research activities, job prospects after graduation etc., A balance is ensured by the institution among activities pertaining to academics (graduates of many programmes pass out with university ranks), co/extracurricular activities (students achievers with award and medals in sports, successful students in competitive exams) and placements (immediate employment of many graduates in private sectors and government services) as to check that the out- going students/ graduates of the institution inherit the national culture and integrity.

Provide the weblink of the institution
https://mrgac.ac.in/aqar/documents/institutional-distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

 M.R. Government Arts College, Mannargudi regionally serves to be the first and foremost choice among a majority of the learners who are economically marginalized but, truly willing to continue their education after higher secondary qualification as well as after under graduation or subsequent to their post graduation for research. Accordingly, the Internal Quality Assurance Cell (IQAC) focuses on this as to cater to the needs of these students who majorly represent socio- economically backward families. In this context, the plans of the IQAC are need- based but pragmatic career centric but non- agitating. The following are the plans of the IQAC for the approaching 2020- 2021 academic year: Enhancement of the current effective curricular delivery activities among the members of teaching staff and to upgrade if required. Higher pass percentage of students of all programs and at all levels. To organize seminars or workshops [with reference to Intellectual Property Rights (IPR) entrepreneurship] or special lead lecture programs by all the departments. Submission of research project proposals for grant from state or national granting institutions by teaching staff, research students and PG students (under students project scheme). Research paper publications in UGC care listed/ peer reviewed / science indexed journals by staff and research scholars. To improve the number of staff attending seminars, conferences, workshops and presentation of their research papers in such events. Further digitalization of various activities at the college campus. To convene mentor- mentee meetings once in every month towards an effective higher education. To arrange Parents Teachers' Association Meeting (PTA) and alumni meetings. To encourage students' counselling committee of staff members as to redress possible academic needs of students as well as to celebrate regional cum traditional festivals like Pongal and seasonal festivals as ventures of effective but cordial socialization among the students. To expedite extension activities of students through NSS, NCC, RRC, Youth Red Cross etc. More participation of students in sports and games activities at institutional, state or national levels. To enhance students progression to higher education. To

increase the in- campus and out- campus placement of students. To ink MoUs, linkages and collaborations by the departments with other institutions for the benefit of their staff, research scholars students as well as the institution.