

**M. R. GOVERNMENT ARTS COLLEGE**  
(Affiliated to the Bharathidasan University, Tiruchirappalli – 620 024)  
Reaccredited by the NAAC at grade 'B'  
Mannargudi – 614 001, Thiruvarur – District, Tamilnadu State, India  
(Phone / Fax Number: 04367 - 255440)  
E-mail – id: [principalmrgac@yahoo.co.in](mailto:principalmrgac@yahoo.co.in)

Dr. S. Karthikeyan  
Principal/ IQAC Chairperson

26.06.2015



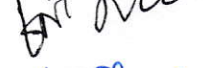


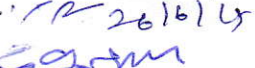

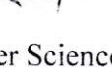

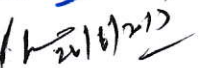

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

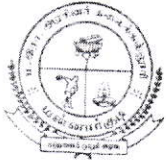
**CIRCULAR**

Head of the Departments and all the internal members of IQAC are requested to attend a meeting on 01.07.2015 at 10:30 am in digital library to discuss the AQAR 2014- 2015 to be submitted to the NAAC as well as to evaluate the components under continuous internal assessment (CIA) of our students.

  
Principal  
**Principal**  
**M.R. Govt. Arts College**  
**MANNARGUDI - 614 001,**

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry 
2. Prof. S. Maran, Associate Professor & Head, Department of English 
3. Dr. S. Kalimuthu, Associate Professor & Head, Department of Tamil 
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics 
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany 
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics 
7. Prof. G. Irulappan, Associate Professor & Head, Department of History 
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce 
9. Prof. S. Sivaselvan, Assistant Professor of Physics & In-charge of Computer Science 
10. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology 
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology 
13. Mrs. P. Senthamaraiselvi, Bursar, College office



INTERNAL QUALITY ASSURANCE CELL (IQAC)

M. R. GOVERNMENT ARTS COLLEGE, MANNARGUDI

Minutes of the IQAC meeting held on 01.07.2015



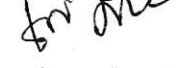
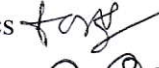
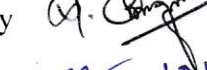



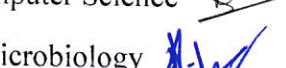
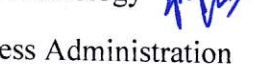
Dr. S. K. Sundar, IQAC Coordinator welcomed the principal, HODs & all the internal members of the IQAC.


For a short while, he briefed the details thus far received by the IQAC from each department to prepare the AQAR of 2014- 2015 academic year and informed the members the other details required to be submitted by the departments as per the circular dated 23.6.2015 by the IQAC chairperson/ principal of the college.

In particular, he requested to provide details of staff who attended faculty development programs from each department, seminars / guest lectures organized and guest lecturers appointed.

Dr. S. Karthikeyan, Principal while reviewing the various components recommended by the affiliating university under the continuous internal assessment of students, underscored the importance of students' assignments writing & their evaluation, internal/ model tests and providing feedback, regular monitoring of students' attendance etc. so as to guarantee the students the intended knowledge.

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry 
2. Prof. S. Maran, Associate Professor & Head, Department of English 
3. Dr. S. Kalimuthu, Associate Professor & Head, Department of Tamil 
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics 
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany 
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics 
7. Prof. G. Irulappan, Associate Professor & Head, Department of History 
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce 
9. Prof. S. Sivaselvan, Assistant Professor of Physics & In-charge of Computer Science 
10. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology 
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology
13. Mrs. P. Senthamaraiselvi, Bursar, College office

  
Principal  
M.R. Govt. Arts College  
MANNARGUDI - 614 011



## M. R. GOVERNMENT ARTS COLLEGE

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E-mail – id: [principalmrgac@yahoo.co.in](mailto:principalmrgac@yahoo.co.in) & [principalmrgac@rediffmail.com](mailto:principalmrgac@rediffmail.com)

14<sup>th</sup> July, 2015

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

The members of internal quality assurance cell are requested to attend a meeting at Principal's office (09.30 <sup>pm</sup>) on 16.07.2015 to discuss the following agenda:

- To draft various academic activities of the college for the academic year 2015 – 16
- To discuss research activities and progress / 12<sup>th</sup> plan UGC guidelines / writing research projects by faculty members to various funding agencies
- To discuss AQAR report preparation & IQAC seminar
- Any other matter.

Chair Person : **Dr. S.Karthikeyan, Principal**  
Co-ordinator of IQAC : **Dr. S.K. Sundar, Assistant Professor of Microbiology**

Members of IQAC:

Name of the Staff	Designation	Department
<b>Prof. V. Raja</b>	Associate Professor & Head	Mathematics
<b>Prof. G.Irulappan</b>	Associate Professor & Head	History
<b>Dr. S. Kalimuthu</b>	Associate Professor & Head	Tamil
<b>Prof. S. Ravi</b>	Associate Professor & Head	Chemistry
<b>Prof. S. Maran</b>	Associate Professor & Head	English
<b>Prof. A. Santhanam</b>	Associate Professor & Head	Physics
<b>Dr. M. Gopinathan</b>	Assistant Professor & Head	Botany
<b>Prof. J. Kannan</b>	Assistant Professor & Head	Commerce
<b>Dr. T. Paramasivan</b>	Assistant Professor & Head	Business Administration
<b>Prof. S. Sivaselvan</b>	Assistant Professor of Physics & In-charge of Computer Science	Physics
<b>Dr. K. Paneer Selvam</b>	Assistant Professor & Head	Microbiology
<b>Dr.S. Ramu</b>	Assistant Professor & Head	Zoology
<b>Mrs. P. Senthamaraiselvi</b>	Bursar	College office

Nominee from Local Society: **Dr. R.Saravanamuthu (Retired Professor of Botany)**

External Expert : **Dr. A.Paneer Selvam, Head, Dept. of Botany & Microbiology, AVVM Sri Pushpam College, Thanjavur.**

**PRINCIPAL**  
**Principal**  
**M.R. Govt. Arts College**  
**MANNARGUDI - 614 001.**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**M. R. GOVERNMENT ARTS COLLEGE, MANNARGUDI**

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**Minutes of the IQAC meeting held on 16.07.2015**

The members of the internal quality assurance cell (IQAC) attended the meeting of IQAC held in Principal's office at 09.30 am on 16<sup>th</sup> July 2015 & discussed on the following agenda along with other matters of academic relevance:

- Drafting various academic activities of the college for the academic year 2015 – 16.
- Research activities and progress / 12<sup>th</sup> plan UGC guidelines / writing research projects by faculty members to various funding agencies
- Preparation of AQAR of the previous academic year; discussing scheduled NAAC sponsored seminar and other matters of academic importance.

At first, Dr. S. K. Sundar, Assistant Professor of Microbiology & IQAC Coordinator welcomed all the members of IQAC; introduced the external members briefly and outlined the agenda of the meeting including a scheduled NAAC sponsored two- day seminar organized by the IQAC.

Dr. S. Karthikeyan, Principal and IQAC Chairperson welcomed the external members of IQAC on his part as well as thanked all the members of IQAC. He conveyed his special gratitude to former external IQAC members for their scholarly contributions towards uplifting the academic performance of the college. He expressed his hopefulness that the members would continue to contribute their fullest as to upgrade the college as academically dynamic as required by learners.

Principal stated that the college has been academically catering to the higher educational needs of the regional students who represent socio- economically backward families; a majority of their parents are either daily wagers or small farmers. He underscored that neither real-time quality at higher educational level should be compromised nor learners turn out to be the victims of advancements / higher benchmarks in higher education that might not be accessible or compatible to them.

Dr. S. Karthikeyan, Principal also appealed to the members to bring out effective measures that could be transformed into fruitful academic activities and implemented for the welfare of the learners of the institution.

In this line, he was optimistic that the newly created auditorium would witness as many interactions as required for the learners at higher educational level during the days to come. He felt that students across the programs of humanities, literature, commerce, management and science of the campus could utilize the auditorium effectively either for their own subject presentation during department association meetings or to learn from internal/ external experts' presentations. He asked in particular, the HODs/ internal members of IQAC to induct the staff members of their respective departments to make use of the facilities available at the auditorium so as to expose the students to real- time topics of their subject relevance as well as placements oriented.

Subsequently, Dr. S. K. Sundar, IQAC Coordinator outlined the AQAR of 2014- 2015 and said that inclusion of other details in the report was going-on currently and be submitted soon after.

Dr. R. Saravanamuthu, External member, while inquiring about the performance and overall pass percentage of students observed that remedial classes are hopefully being conducted by teachers in the departments as to assist students whose performance is either below average or very poor. Senior teacher of the campus, Prof. S. Ravi, Head, Department of Chemistry responded in affirmative that remedial classes are being handled by teachers for needy courses/ poorly performing students either before or after their regular classes and added that the outcomes were beneficial to the target students.

On a suggestion by Dr. A. Paneer Selvam, External member/ Head, Department of Botany & Microbiology, AVVM Sri Pushpam College, Thanjavur, Dr. S. Karthikeyan, principal instructed that model questions of all subjects/ courses shall be prepared by the members of staff for the subjects/courses handled by them as has just now been suggested by our external expert and the same be compiled in the form of a question bank as to be available in each department. Dr. R. Saravanamuthu, a retired Professor of Botany from the Department of Botany, AVC College (Autonomous), Mayiladuthurai – 609 305, Nagapattinam District, Tamil Nadu said that circulation/ availability among students of a question bank comprising questions of various courses of their study would strongly assist their preparation during university external examinations.

On a request by the internal members and after due discussions, principal assured that an amount of Rs. 5,000/- and Rs. 8,000/- would be allocated to each UG & PG department respectively so as to meet out the charges of desk- top work while preparing the question papers as well as towards their print outs and binding. It was also resolved that Dr. K. Panneer Selvam, College

Research Committee (CRC) coordinator / Assistant Professor & Head, Department of Microbiology would coordinate the process of preparing a question bank along with Dr. S. Rajan, Assistant Professor of Microbiology.

The external member of IQAC, Dr. R. Saravanamuthu, inquired the status of previously resolved to publish a multi- disciplinary journal - 'MARGC Research Journal' by the college. Prof. S. Maran, Associate Professor & Head, Department of English and one of the members of the journal's editorial board briefed the on- going progress in publishing the journal and Dr. K. Panneer Selvam, another member of the Journal's editorial board and Assistant Professor & Head, Department of Microbiology complemented that the first issue would be published at the earliest during the academic year itself.

Dr. A. Paneer Selvam, External expert, underscored that every manuscript submitted by various authors from different spheres of studies for publication should meticulously be 'peer reviewed' so that the contents should carry every relevance/ originality; have a plagiarism checking thoroughly and have a higher influence among academic communities.

Both the subject experts also shared their opinion on the NAAC sponsored two- day seminar scheduled to be held on 24<sup>th</sup> and 25<sup>th</sup> July 2015 which is being organized by the IQAC of the college. Dr. R. Saravanamuthu said that many departments of the college are recognized as research centers and that through an exclusive session, research guides/ supervisors as well as research scholars should be emphasized with the issues of plagiarism in writing research papers/ theses as teachers and scholars are to be well exposed with such real- time knowledge.

Dr. T. Paramasivan, Assistant Professor and Head, Department of Business administration suggested to have a session on 'SPSS software and its importance in research data analyses' as the SPSS package is effective in analyzing large amount of diverse/multi-dimensional data. Members also discussed on the possibilities of having a few of the following topics for deliberations among the participants of the two- day event:

1. MOOC –Massive Open Online Courses
2. ICT in higher education
3. Role of computers in higher education – research in particular

Chairperson / Convener of the seminar informed that the suggested topics were included in the proposal submitted to the NAAC itself. Thus, subject experts were being communicated by the organizing committee of the seminar and were being requested for the same, he said. He was

hopeful that suitable subject experts with good experience on the proposed topics would definitely be available and the above topics would have exclusive sessions during the seminar.

The external members also shared their views to improve laboratory facilities; staff members should come forward to write and submit mini or major research project proposals based on their research field of experience to obtain grant from state and national level funding institutions. Dr. A. Paneer Selvam, External member said that any such grants received would in parallel assist in upgrading science laboratories as well as in helping research scholars of the department.

Similarly, the external member informed that research guides should strive to publish quality research papers based on their funded research projects as and when going- on or based on the research work data of their research scholars. It was his strong information to the members that any research problem should be chosen which is basic/ fundamental and answers an important question and revolves around lab to land concept.

It was also pointed out that members of staff should submit suitable proposals to organize state/ national level seminars/ conferences and workshops if funded by granting institutions. In addition, external experts and IQAC chairperson insisted on the following:


1. To organize in-campus as well as extension activities through students enrolled in NCC, NSS, YRC, RRC etc., and to record the details appropriately.
2. To conduct Department Association meetings as a forum for students more importantly to display their oratorical skills on their program of study.
3. Students' visits to academic / research institutions and for field visits.
4. Usage of LCD and handling student classes with power point presentations for required topics.

Mrs. P. Senthamaraiselvi, Bursar/ Office superintendent requested the principal that suitable software required to be installed in the computers at the college office as to enable digitalization of preparing transfer certificates (TC) of all outgoing students every year as this would avoid any errors of handwritten TCs.



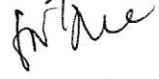

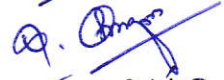
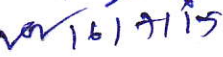





Dr. S. Karthikeyan, principal responded positively that initiatives are already being taken and the TC preparation would be computerized at the earliest. He also added that beautification of the path from college entrance to principal's office would also be taken up suitably.

CHAIRPERSON : Dr. S. Karthikeyan, Principal

COORDINATOR : Dr. S.K. Sundar, Assistant Professor of Microbiology

  
Principal  
M.R. Govt. Arts Coll...  
MANNARGUDI - 614 011

## TEACHING MEMBERS

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry 
2. Prof. S. Maran, Associate Professor & Head, Department of English 
3. Dr. S. Kalimuthu, Associate Professor & Head, Department of Tamil 
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics 
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany 
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics 
7. Prof. G. Irulappan, Associate Professor & Head, Department of History 
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce 
9. Prof. S. Sivaselvan, Assistant Professor of Physics & In-charge of Computer Science 
10. Dr. K. Paneer Selvam, Assistant Professor & Head, Department of Microbiology 
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology 
13. Mrs. P. Senthamaraiselvi, Bursar, College office

**Nominee from Local Society:** Dr. R. Saravanamuthu  
Retired Professor of Botany, Department of Botany,  
AVC College (Autonomous), Mayiladuthurai – 609 305,  
Nagapattinam District, Tamil Nadu.

**External Expert** : Dr. A. Paneer Selvam, Head, Department of Botany &  
Microbiology, AVVM Sri Pushpam College, Thanjavur.





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Dr. S. Karthikeyan  
Principal/ IQAC Chairperson

17.07.2015






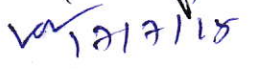




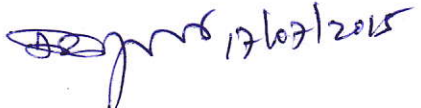
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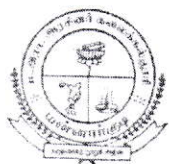
**CIRCULAR**

All the internal members of IQAC are asked to attend a meeting on 21.07.2015 at 12:15 pm in principal's office to discuss the schedule of the NAAC sponsored two-day seminar to be held on 24<sup>th</sup> and 25<sup>th</sup> July 2015.

  
Principal  
**Principal**  
**M.R. Govt. Arts College**  
**MANNARGUDI - 614 001.**

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry 
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**M. R. GOVERNMENT ARTS COLLEGE, MANNARGUDI**

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**Meeting minutes of the internal members of IQAC held on 21.07.2015**

The internal members of the IQAC attended the meeting of IQAC held at Principal's office; 12.20 am on 21<sup>st</sup> July 2015 as to draft the schedule of the NAAC sponsored two-day state level seminar entitled 'Modern education and Research Tools in Higher Education' organized by the IQAC and scheduled to be held on 24<sup>th</sup> and 25<sup>th</sup> July 2015. The following were discussed:

Dr. S. Karthikeyan, Principal and convener of the seminar informed the members that Dr. E. Ramganes, Director, Curriculum Development, Bharathidasan University, Tiruchirappalli, has confirmed his participation and would inaugurate the seminar as well as deliver a lead talk on 'A road map for quality higher education'.

He also said that of the 10 resource persons representing various institutions who have confirmed their participation, Prof. S. Maran, Head, Department of English and Dr. S. Babu, Assistant Professor, Department of Business administration of our college would each deliver a talk in the seminar on two different aspects.

Kavingnar Thangam Moorthy, a national best teacher awardee as well as sitting syndicate member of Bharathidasan University will address the participants during valedictory function on the second day of the seminar.

The convener of the seminar, Dr. S. Karthikeyan, Principal confirmed that experts with good experience on a few suggested topics during the previous IQAC meeting would present their talk on the required topics.

After a brief discussion, it was resolved that the members mentioned below would take care of the associated responsibilities of the committee on both the days of the seminar:

Registration & seminar kit	Dr. V. Thamilarasi, Department of Tamil, Ms. L. Eswari, Department of Botany; Ms. S. Suguna, Department of Chemistry; Ms.
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	A.Sudha, Department of Computer Science
Reception	Dr. C. Elamathi, Department of Commerce, Dr. S. Meena, Department of Physics; Dr.V.Vinothini, Department of Tamil; Ms. A.Nageswari, Department of Computer Science
MOC	Prof. R. Kamarasu, Assistant Professor, Department of English; Ms. B. Revathy, Department of English; Ms. K.Prasanna Devi, Department of Mathematics
Seminar hall and technical arrangements	Prof. S. Sivaselvan, Assistant Professor of Physics, Dr. S. Rajan, Assistant Professor of Microbiology, Mr. G. Arun, Ph.D., research scholar, Department of Botany
Participants attendance, certificate writing & memento	Ms. V. Anushiya, Ms. R. Rahini & Ms. K. Vinotha, M.Phil., research scholars, Department of Microbiology
Refreshments and lunch	Dr. Ilango, Assistant Professor of History, Prof. J. Kannan, Department of Commerce, Mr. S. Karthikeyan, Guest Lecturer, Department of Mathematics & Mr. G. Nambirajan, Ph.D., research scholar, Department of Microbiology
Seminar proceeding and seminar report preparation	Dr. K. Panneer Selvam, Assistant Professor & Head/ Organizing member, Department of Microbiology & Dr. S. K. Sundar, Organizing secretary / IQAC Co-ordinator.
Submission of relevant documents to the NAAC	Dr. S. K. Sundar, Organizing secretary / IQAC Co-ordinator.

At the end of the meeting, all the members were asked to inform their respective department registered participants (staff & research scholars) of the seminar to assemble at the auditorium by 9:30 am on the day of the seminar.

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry



2. Prof. S. Maran, Associate Professor & Head, Department of English *S. Maran*
3. Dr. S. Kalimuthu, Associate Professor & Head, Department of Tamil *S. Kalimuthu*
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics *A. Santhanam*
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *M. Gopinathan*
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *V. Raja*
7. Prof. G. Irulappan, Associate Professor & Head, Department of History *G. Irulappan*
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *J. Kannan*
9. Prof. S. Sivaselvan, Assistant Professor of Physics & In-charge of Computer Science *S. Sivaselvan*
10. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *K. Panneer Selvam*
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology *S. Ramu*
13. Mrs. P. Senthamaraiselvi, Bursar, College office

*S. Sivaselvan*  
Principal  
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Dr. S. Karthikeyan  
Principal/ IQAC Chairperson

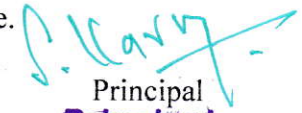
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**



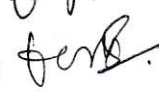



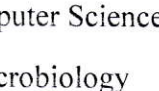
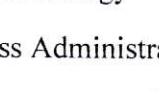



**FACULTY DEVELOPMENT/ ORIENTATION PROGRAMME**

**CIRCULAR**


IQAC of our college has organized an orientation session on 'smart class room – usage of the software' on 23.02.2016 at 11:00 am in kamban arrangam and all members of staff are asked to attend the same as to orient themselves on the usage of smart class room software.

  
Principal  
**Principal**  
**M.R. Govt. Arts College**  
**MANNARGUDI - 614 001.**

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry 
2. Prof. S. Maran, Associate Professor & Head, Department of English 
3. Dr. S. Kalimuthu, Associate Professor & Head, Department of Tamil 
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics 
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany 
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics 
7. Prof. G. Irulappan, Associate Professor & Head, Department of History 
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce 
9. Prof. S. Sivaselvan, Assistant Professor of Physics & In-charge of Computer Science 
10. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology 
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology 

Mrs. P. Senthamaraiselvi, Bursar, College office

  
24/02/2016



INTERNAL QUALITY ASSURANCE CELL (IQAC)

M. R. GOVERNMENT ARTS COLLEGE, MANNARGUDI

Staff meeting - faculty development/ orientation programme - 23.02.2016



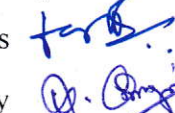

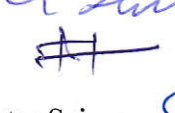
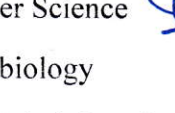
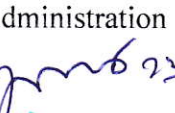

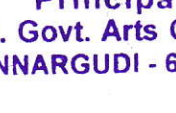

Minutes of the meeting


Members of staff from all the departments attended the orientation program - 'smart class room – usage of the software' on 23.02.2016 held in Kamban arrangam at 11:15 am.

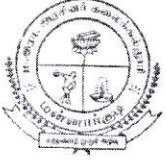
Dr. S. K. Sundar, IQAC coordinator welcomed the gathering and Dr. S. Karthikeyan, Principal presided over the meeting.

Principal in his presidential address, stated the importance of using a smart class room for the benefit of students to improve student-teacher interaction; communication and for a better understanding of concepts among students. In addition, he said that this would introduce emerging technologies in education and on the whole classroom experience would be a blessing for students as well as educators.

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

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13. Mrs. P. Senthamaraiselvi, Bursar, College office

  
Principal  
Principal  
M.R. Govt. Arts Colle.  
MANNARGUDI - 614 001



**M. R. GOVERNMENT ARTS COLLEGE**  
(Affiliated to the Bharathidasan University, Tiruchirappalli – 620 024)  
Reaccredited by the NAAC at grade 'B'  
Mannargudi – 614 001, Thiruvarur – District, Tamilnadu State, India  
(Phone / Fax Number: 04367 - 255440)  
E-mail – id: [principalmrgac@yahoo.co.in](mailto:principalmrgac@yahoo.co.in)

Dr. S. Karthikeyan  
Principal/ IQAC Chairperson

18.01.2016

**INTERNAL QUALITY ASSURANCE CELL (IQAC) - CIRCULAR**

All the members of IQAC of our college are informed to attend the IQAC meeting scheduled on 20.01.2016 at 10:00 am in principal's office. The external members/ experts will also participate in the meeting. The agenda of the meetings are as follows:

- Submission of proposal to the government for approving new programs, new buildings to meet out class rooms' requirements, and consolidating other infra- structure facilities.
- Students' extra- curricular activities, placements, and feedback.
- Other matters of students/ staff / academic significance.

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

*S. Karthikeyan*  
Principal  
Principal  
M.R. Govt. Arts College  
MANNARGUDI - 614 001.

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry *S. Ravi*
2. Prof. S. Maran, Associate Professor & Head, Department of English *S. Maran*
3. Dr. S. Kalimuthu, Associate Professor & Head, Department of Tamil
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics *A. Santhanam*
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *M. Gopinathan*
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *V. Raja*
7. Prof. G. Irulappan, Associate Professor & Head, Department of History
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *J. Kannan*
9. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *K. Panneer Selvam*
10. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
11. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology *S. Ramu*
12. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *S. V. Nethaji*
13. Mrs. P. Senthamaraiselvi, Bursar, College office

*S. Karthikeyan*  
18/1/2016



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**M. R. GOVERNMENT ARTS COLLEGE, MANNARGUDI**

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**Minutes of the IQAC meeting held on 20.01.2016**

The members of the IQAC attended the meeting held at Principal's office on 20.01.2016; meeting began by 10:45 am and Dr. S. Karthikeyan, Principal and IQAC Chairperson welcomed everyone and took up the agenda of the meeting straight away as under:

Principal presented a fact of increasing demand for admission to various programmes among students of the region after their higher secondary education and hence, he suggested that proposal could be submitted to the Government of Tamil Nadu asking for approval of new programs as to offer them in the campus.

Accordingly, it was resolved that proposals shall be submitted asking for M.Sc., Microbiology and B.Sc., Zoology programs against the facts that microbiology and zoology are being offered already as an under graduation program and as allied courses respectively and hence it was felt that commencement of the two programs would be a smooth affair at very beginning if approval is granted by the government. The respective HODs were asked to draft the proposal as to forward it to the Directorate of Collegiate Education, Chennai at the earliest.

Dr. S. Karthikeyan, Principal along with Dr. A. Paneer Selvam, External member/ Head, Department of Botany & Microbiology, AVVM Sri Pushpam College, Thanjavur, Dr. R. Saravanamuthu, a retired Professor of Botany from the Department of Botany, AVC College (Autonomous), Mayiladuthurai – 609 305, Nagapattinam District, Tamil Nadu insisted on the following:

Submission of research proposals by staff to state / national institutions for support & grant

To encourage students to participate in extra- curricular as well as in co- curricular activities

Department level placement training for students

To encourage PG students of science programs to prepare and submit a student research proposal to the Tamil Nadu State Council for Science and Technology (TNSCST), Chennai to obtain grant to carry out their PG projects.



All the departments should take some steps to have MoUs with other institutions/ university departments or with research centre to academically benefit the staff and students community

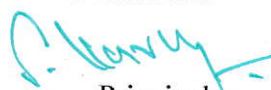
To consolidate and evaluate the students' feedback on curricula by an exclusive staff committee







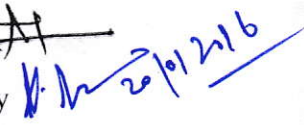


Proposals for new buildings/ class rooms/ infra – structure

To convene old students' / alumni meeting by each department on a suitable day every year

Principal was hopeful of getting the submitted RUSA proposal approved for grant (RUSA Phase 1.0 under component 7 - Infrastructure grant for affiliated colleges) to the college. In this regard, he emphasized that the total sanctioned amount must meticulously be utilized for college development/ for student centric facilities and each department/ unit will have to plan accordingly. He also outlined that most essential needs of the institution like smart class rooms for the twelve departments, equipping the science laboratories with need- based instruments and equipments, construction / renovation of class rooms shall be planned.

Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator

  
Principal  
**Principal**  
M.R. Govt. Arts College  
MANNARGUDI - 614 001.

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

Plan of Action	Achievements/Outcomes
To organize a seminar under the theme 'Teaching, Learning & Evaluation'	A two-day NAAC sponsored state level seminar was organized by the IQAC on 24 <sup>th</sup> & 25 <sup>th</sup> July, 2015 on 'Modern education and research tools in higher education'
To encourage writing research project proposals for grant.	A proposal to the Tamil Nadu State Council for Science and Technology under RFRS - Research Funding for Research Scholars in colleges was submitted by a research scholar
To promote publication of research articles in peer- reviewed journals.	A total of 35 and 29 papers in national and international level journals were published by staff from various programmes.
AQAR submission to the NAAC.	AQAR of the academic year 2014- 2015 has been submitted as planned
Preparation of question bank for each UG & PG programs	College Research Committee (CRC) coordinated the preparation of a question bank by faculty of all the programs and was added to the library for students' reference.
Bridge course for newly admitted learners	A bridge course was conducted and all the newly admitted under graduate students were inducted.
Publication of a research journal	The preprint copies of MARGC Research Journal (multi- disciplinary) were published.
Conducting remedial classes	Below average and poor students belonging to MBC, SC & ST communities

	attended remedial classes and benefited.
Digitalization of college office activities.	Preparation of student transfer certificates (TC) was digitalized which was otherwise handwritten.
To utilize the RUSA grant to upgrade the teaching – learning process of the campus as more student centric and all educators' friendly.	A total of 9 smart class rooms, UG & PG Computer Science laboratories, language lab & CLP up gradations, installing fire extinguishers & RO water system, purchase of instruments for science laboratories, college office renovation, automation and its instrumentation (scanner and photocopying machines) herbal gardening were established.
To assess the feedback as to derive any significant outcomes on curricula as well as on library user satisfaction.	Feedback on curricula was received from students, alumni & staff and assessed.