



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

Prof. S. Ravi
Principali/c/ IQAC Chairperson

15.06.2016

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Head of the Departments are asked to attend the induction meeting on 16.06.2016 at 10:00 am in college auditorium as a measure of inducting the newly enrolled under graduate students.

S. Ravi 15.6.16
Principal
Principali
M.R.Govt. Arts College,
Mannargudi - 614 001.



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

Prof. S. Ravi
Principal i/c/ IQAC Chairperson

Minutes of the induction meeting held on 16.06.2016

The meeting began by 10:00 am as already informed to the newly enrolled students at the time of their admission and Dr. N. Dhanarajan, Associate Professor & Head, Department of Tamil welcomed the Principal, Head of the Departments, staff members and parents as well as all the newly enrolled undergraduate students of the 11 various programs. He felicitated the freshers and highlighted the importance and need for higher education especially for the learners who represent socio- economically backward families; wished them all career fortunes during the days to come. Prof. S. Ravi, Principal i/c., and IQAC Chairperson welcomed the students on his part and informed their class timings, continuous assessments, facilities available in the campus etcetera and asked them to feel comfortable as well as to bring-in any inconvenience in the form of ragging either to him in person or to report any such difficulties to the anti- ragging committee without any hesitation. However, he encouraged them by stating that the campus is ragging free and completely learner centric. Finally, each of the Head of the Departments wished the newcomers for a great beginning and the meeting concluded with the national anthem.

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry *Signature 16.6.16*
2. Dr. N. Dhanarajan, Associate Professor & Head, Department of Tamil
3. Prof. S. Maran, Associate Professor & Head, Department of English *Signature 16/6/16*
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *Signature 16/6/16*
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *Signature 16/6/16*
7. Prof. G. Irulappan, Associate Professor & Head, Department of History *Signature 16/6/16*
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *Signature 16/6/16*
9. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *Signature 16/6/16*
10. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *Signature 16/6/16*
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology *Signature*
13. Dr. S. Eakambaram, Assistant Professor, Department of Statistics

Signature 16.6.16.
Principal/ IQAC Chairperson
Principal

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E-mail – id: principalmrgac@yahoo.co.in

Prof. S. Ravi
Principali/c/ IQAC Chairperson

16.06.2016

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

All the internal members of IQAC /Head of the Departments are requested to attend a meeting on 17.06.2016 at 10:00 am in the digital library to discuss submission of AQAR 2015- 2016 to the NAAC as well as the components under continuous internal assessment (CIA) of UG & PG students.

[Signature] 16.6.16
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 *[Signature]* 16.6.16.
2. Dr. N. Dhanarajan, Associate Professor & Head, Department of Tamil
3. Prof. S. Maran, Associate Professor & Head, Department of English *[Signature]* 16/6/16
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *[Signature]* 16/6/16
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *[Signature]* 16/6/16
7. Prof. G. Irulappan, Associate Professor & Head, Department of History For *[Signature]* 16/6/16
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *[Signature]* 16/6/16
9. Dr. K. PanneerSelvam, Assistant Professor & Head, Department of Microbiology *[Signature]* 16/6/16
10. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *[Signature]* 16/6/16
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology *[Signature]*
13. Dr. S. Eakambaram, Assistant Professor, Department of Statistics
14. Mrs. P. Senthamaraiselvi, Bursar, College office



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

Minutes of the IQAC meeting held on 17.06.2016

Prof. S. Ravi, Principal i/c & IQAC chairperson presided over the meeting and Dr. S. K. Sundar, IQAC Coordinator welcomed the internal members of the IQAC.

IQAC chairperson asked the members to expedite the preparation of their department activities as per the Annual Quality Assurance Report (AQAR) 2015- 2016 requirements and informed that it is due for submission to the NAAC. He pointed out the details which are yet to be received from departments and stated that the submission of the said information would enable completion of the AQAR and its submission to the NAAC in time.

In addition, IQAC Coordinator also pointed out the details to be given for AQAR preparation.

The IQAC chairperson Prof. S. Ravi, Principal i/c underscored the importance of various components to be assessed meticulously under the continuous internal assessment (CIA) of students so as to not only evaluate them continuously but to teach and coach each one individually. He said that the components of CIA like students' assignments writing & their evaluation, student seminar classes, internal/ model tests and providing feedback, regular monitoring of students' attendance etc. would academically discipline the learners and enrich their subject knowledge as well. Members also discussed receiving feed- back from students, staff & alumni on the curriculum design; their assessment and at the end of the meeting, IQAC Coordinator thanked all the members.

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

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry *Signature 17-6-16*
2. Dr. N. Dhanarajan, Associate Professor & Head, Department of Tamil
3. Prof. S. Maran, Associate Professor & Head, Department of English *Signature 17/6/16*
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *Signature 17/6/16*
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *Signature 16/6/16*
7. Prof. G. Irulappan, Associate Professor & Head, Department of History *For Coord. Signatures*
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *Signature 17/6/16*
9. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *Signature 17/6/16*
10. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *Signature Low*
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr.S. Ramu, Assistant Professor & Head, Department of Zoology *Signature*
13. Dr. S. Eakambaram, Assistant Professor, Department of Statistics
14. Mrs. P. Senthamaraiselvi, Bursar, College office

Signature 17-6-16
Principal/ IQAC Chairperson
Principal

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Prof. S. Ravi

Principali/c/ IQAC Chairperson

13.07.2016

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Head of the Departments are asked to attend the induction meeting on 14.07.2016 at 9:30 am in college auditorium as a measure of inducting the newly enrolled post graduate students.

S. Ravi 13.7.16

**Principal
Principal**

**M.R.Govt. Arts College
Mannargudi - 614 001**



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

Prof. S. Ravi
Principal i/c/ IQAC Chairperson

Minutes of the induction meeting held on 14.07.2016

As scheduled and intimated to the new- comers of the 9 various post graduate (PG) programs, the students' induction meeting began by 09: 45 am and Prof. S. Maran, Associate Professor & Head, Department of English welcomed the Principal, Head of the Departments, staff members and parents. He extended his hearty welcome to all the newly enrolled PG students of the programs and appreciated that they could come through this level as well.

Prof. S. Ravi, and IQAC Chairperson / Principal i/c presided over the meeting. In his welcome address, he underscored the significance of the two years period for their career based goal settings besides informing them of various components of continuous internal assessments, class timings, importance of regular attendance, facilities in laboratories of programs appropriate and in the campus.

All the Head of the Departments spoke; encouraged the newly enrolled PG learners and stressed in developing career developing skills. Dr. S. K. Sundar, IQAC Coordinator thanked everyone and with national anthem, the meeting concluded.

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry *[Signature] 14-7-16*
2. Dr. N. Dhanarajan, Associate Professor & Head, Department of Tamil
3. Prof. S. Maran, Associate Professor & Head, Department of English *[Signature] 14/7/16*
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *[Signature] 14/7/16*
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *[Signature] 14/7/16*
7. Prof. G. Irulappan, Associate Professor & Head, Department of History *[Signature] For consideration*
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *[Signature] 14/7/16*
9. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *[Signature] 14/7/16*
10. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *[Signature] 14/7/16*
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology *[Signature]*
13. Dr. S. Eakambaram, Assistant Professor, Department of Statistics

[Signature] 14-7-16
Principal/ IQAC Chairperson
Principal
M.R.Govt. Arts College,
Mannargudi - 614 001.



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E-mail – id: principalmrgac@yahoo.co.in & principalmrgac@rediffmail.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

23rd December 2016

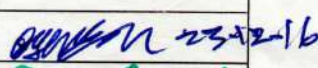
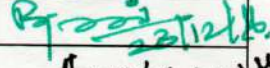
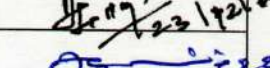

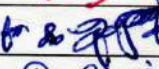

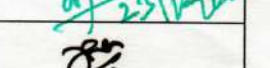
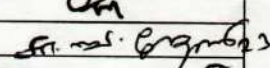

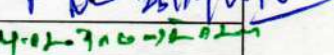
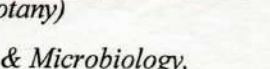
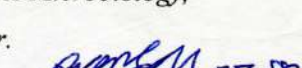

The members of the internal quality assurance cell are requested to attend a meeting at Principal's office (02.30 pm) on 29.12.2016 to discuss the following:

- To draft various academic activities of the college for the academic year 2016 – 17
- To discuss research activities and progress / Updated guidelines of the NAAC/ 12th plan UGC guidelines / writing research projects/proposals, organizing seminar & workshop by faculty members etc. to various funding agencies
- To discuss AQAR report preparation and IQAC seminar
- Any other matter.

Chair Person : Dr. R. Prabakaran, Principal


Co-ordinator of IQAC : Dr. S.K. Sundar, Assistant Professor of Microbiology

Members of IQAC:

Name of the Staff	Designation	Department	Signature
Prof. S. Ravi	Associate Professor & Head	Chemistry	
Dr. N. Dhanarajan	Associate Professor & Head	Tamil	
Prof. S. Maran	Associate Professor & Head	English	
Dr. A. Santhanam	Associate Professor & Head	Physics	
Prof. G. Kamaraj	Assistant Professor & Head	History	
Prof. V. Raja	Assistant Professor & Head	Mathematics	
Dr. M. Gopinathan	Assistant Professor & Head	Botany	
Prof. J. Kannan	Assistant Professor & Head	Commerce	
Dr. T. Paramasivan	Assistant Professor & Head	Business Administration	
Prof. V. Nethaji	Associate Professor & Head	Physics CS	
Dr. S. Ramu	Assistant Professor & Head	Zoology	
Dr. K. Panneer Selvam	Assistant Professor & Head	Microbiology	
Mrs. P. Senthamaraiselvi	Bursar	College office	

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

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


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



INTERNAL QUALITY ASSURANCE CELL (IQAC)

M. R. GOVERNMENT ARTS COLLEGE, MANNARGUDI

Minutes of the IQAC meeting held on 29.12.2016

The internal members and external experts of the internal quality assurance cell (IQAC) attended the meeting of IQAC held at digital library by 02.30 am on 29th December 2016 & discussed the following agenda along with other matters of academic relevance:

- Academic activities of the college for the academic year 2016 – 17.
- Research & extension activities, research publications, writing research proposals by faculty members to various state and central funding agencies; updated guidelines of the NAAC / 12th plan UGC guidelines etc.,
- Preparation of AQAR (2015 – 2016) of the previous academic year and discussing other matters of academic importance.

Dr. S. K. Sundar, Assistant Professor of Microbiology & IQAC Coordinator welcomed all the internal and external members of the IQAC and briefed the agenda of the meeting.

Prof. S. Ravi, Principal i/c and IQAC Chairperson presided over the meeting; welcomed all the members and presented that the students' of the institution mostly represent socio-economically backward families and most of them are the first graduates of their families. He said that the college cares coaching and teaching of the students such that it promises a career to them; students with interest/ excellence in sports are also suitably trained.

While Dr. A. Paneer Selvam, External member/ Head, Department of Botany & Microbiology, AVVM Sri Pushpam College, Thanjavur, referring himself as a sports person said that minimum essential sports/ games articles are to be provided to the sports students as to enhance their periodical games practicing in the campus playground as well as their participation in inter- collegiate meets or while representing affiliating university or state level sports teams.

Prof. S. Ravi, Principal i/c assured that it would be done as identified and recommended by Prof. P. Elangovan, Assistant Professor of History and Physical Director in-charge of the campus. In addition, the members of College Sports Committee representing Prof. S. Maran, Assistant Professor & Head, Department of English, Dr. S. Meena, Assistant Professor of Physics and Dr. B. Anandaraj, Assistant Professor of Microbiology would also look- in and recommend any article/ facility requirements to the physical education department.

Principal i/c and IQAC Chairperson informed that as a health care measure of students, research scholars and staff members, a group accident insurance scheme/ policy offered by the affiliating Bharathidasan University, Tiruchirappalli through IFFCO – TOKIO GENERAL INSURANCE Company limited, Tiruchirappalli is to be availed as to meet any unforeseen health issues among the staff & students who would be the policyholders. He informed that the general risks (death due to accidents, loss of limb, eyes, permanent total disablement from injuries etc.), hospitalization expenses etc., are covered and a sum is assured under this scheme.

Dr. R. Saravanamuthu, IQAC external member/ Professor from the Department of Botany, AVC College (Autonomous), Mayiladuthurai – 609 305, Nagapattinam District, Tamil Nadu was eager to know whether the multi- disciplinary journal - 'MARGC Research Journal' by the college was about to take- off. The proposed Journal's editorial board members informed of the revised official formalities to be completed to obtain ISSN which is required for publishing a research journal. They assured that the work would be completed at the earliest as to publish the first issue of the research journal accordingly.

On an inquiry by the external members of the IQAC whether the Annual Quality Assurance Report (AQAR) 2015- 2016 was ready for submission to the NAAC, the IQAC coordinator replied that it was in progress and yet to be completed for submission. The members insisted the submission of AQAR of the year immediately.

Further, a consolidated but, the department- wise pass percentage was presented by the IQAC coordinator and the members suggested that remedial classes conducted in the previous year should be continued by the teachers in the departments to support those students who are in need of such assistance. Dr. A. Paneer Selvam, External member could remember that such remedial classes were handled by teachers last year for students wherever required and presented to be beneficial.

Dr. R. Saravanamuthu, and Dr. A. PanneerSelvam, External members highlighted the following when the meeting as about to conclude:

- Proposing for grant from funding agencies through mini or major research project proposals to promote research activities as well as to upgrade laboratory facilities through such funded research projects
- Publication of research articles in peer reviewed / indexed journals; Encouraging research scholars to draft and submit proposals for fellowships; Participation in workshops, seminars and conferences by students, research scholars and staff
- To organize state/ national level seminars/ conferences and workshops funded by granting institutions as a mean of staff academic refreshment as well as to expose students and research scholars to advancements in their programme of study.

- In-campus as well as extension activities through students enrolled in NCC, NSS, YRC, RRC etc.
- To organize field and industrial visits for students and research scholars. To conduct department Students Association meetings.
- To improve students presentation skills through students seminars, mock group discussions. To organize mock interviews & To improve the digitalization activities wherever required and are in demand.

While Principal i/c and IQAC Chairperson invited all the members to join for lunch, he also thanked all the participating members of the meeting, the external members of IQAC in particular.

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

TEACHING MEMBERS

1. Prof. S. Ravi, Associate Professor & Head, Department of Chemistry *Sundar 29.12.16*
2. Dr. N. Dhanarajan, Associate Professor & Head, Department of Tamil
3. Prof. S. Maran, Associate Professor & Head, Department of English *Sundar 29/12/16*
4. Dr. A. Santhanam, Associate Professor & Head, Department of Physics
5. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *A. Paner Selvam 29/12/16*
6. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *Sundar 29/12/16*
7. Prof. G. Kamaraj, Assistant Professor & Head, Department of History *For Edn. Dept. 29/12/16*
8. Prof. J. Kannan, Assistant Professor & Head, Department of Commerce *Sundar 29/12/16*
9. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *A. Paner Selvam 29/12/16*
10. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *Sundar 29/12/16*
11. Dr. T. Paramasivan, Assistant Professor & Head, Department of Business Administration
12. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology *Sundar 29/12/16*
13. Dr. S. Eakambaram, Assistant Professor, Department of Statistics
14. 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. Paner Selvam, Head, Department of Botany &
Microbiology, AVVM Sri Pushpam College, Thanjavur.

Sundar 29.12.16
Principal/ IQAC Chairperson
Principal
M.R.Govt. Arts College,
Mannargudi - 614 001.

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 conduct induction meetings to the newly admitted students	IQAC organized an induction meeting to the newly enrolled UG & PG students of all programs as to set their goals and thus their higher education period academic activities.
To commence students' group health insurance	A group accident insurance policy offered by the affiliating Bharathidasan University, Tiruchirappalli through IFFCO – TOKIO GENERAL INSURANCE Company limited, Tiruchirappalli has been availed for students, research scholars and staff members, as to redress any unforeseen health issues of the policyholders.
To organize seminars/ workshops by departments	A science academic lecture workshop on frontier in bio science (FIBS) was organized by the Department of Botany between 11th and 13th July 2016. Similarly, the University Grants Commission (UGC), New Delhi – 110 001 sponsored two- day national workshop on 'Standards for Food and Water Quality Examination with emphasis on Microbiological Techniques of Detection, Identification and Enumeration of Human Pathogens' was organized by the Department of Microbiology on December 28th & 29th 2016.
To encourage writing research project proposals for grant	A preparation of a proposal to the Tamil Nadu State Council for Higher Education under minor research projects in colleges was initiated by Dr.K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology of the college

<p>Submission of proposals to organize seminars/ lecture workshops</p>	<p>Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology initiated preparing a proposal for an one- day national seminar to the Indian Council of Medical Research (ICMR), New Delhi – 110 029 on the “Awareness on pathogen carriage, prevention and personal health promotion among rural adolescent learners of higher education” and Dr. S. Rajan, Assistant Professor of Microbiology prepared a proposal for a two-day lecture workshop on ‘Recent advances in Biology’ to the ‘Indian Academy of Sciences, Bangalore, Indian Science Academy, New Delhi & The National Academy of Sciences, India, Allahabad’.</p>
<p>To promote publication of research articles in peer- reviewed journals</p>	<p>A total of 5 and 14 papers in national and international level journals were published by staff members of various programmes</p>
<p>AQAR submission to the NAAC</p>	<p>AQAR of the academic year 2015- 2016 could not be submitted during the academic year</p>
<p>To encourage signing MoUs to enable united research & development as well as exchange of students and staff for academic upliftment.</p>	<p>An MoU was signed with Bon Secours College for Women, Thanjavur – 613 006 on 21.06.2016</p>
<p>Submission of college annual report to the affiliating Bharathidasan University, Tiruchirappalli</p>	<p>The preparation of the college annual report and its submission to the affiliating Bharathidasan University, Tiruchirappalli was coordinated by the IQAC with the college office</p>
<p>Celebrations of the College day, Sports day & Graduation day</p>	<p>In-charge departments of the College/ Annual day, Sports day & Graduation day celebrations organized the events and IQAC coordinated</p>

<p>Publication of the first issue of the 'MARGC Research Journal' (multi-disciplinary)</p>	<p>Though preprint copies of MARGC Research Journal (multi-disciplinary) were published, final copies of the first issue were not published as planned.</p>
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30.05.2017

Principal

**M.R.Govt. Arts College.
Mannargudi - 614 001.**