



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

14.06.2019

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CIRCULAR**

Head of the Departments are asked to attend the induction meeting of the newly enrolled undergraduate students on 17.06.2019; 10: 00 am at Kamban Arangam, College auditorium.

1. Dr. L. Bommi, Assistant Professor & Head, Department of Tamil
2. Dr. S. Maran, Associate Professor & Head, Department of English
3. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany
4. Dr. J. Kannan, Assistant Professor & Head, Department of Commerce
5. Dr. S. Sivaselvan, Assistant Professor & Head, Department of Physics
6. Prof. G. Kamaraj, Assistant Professor & Head, Department of History
7. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics
8. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology
9. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science
10. Dr. L. Sumathi, Assistant Professor & Head, Department of Business Administration
11. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology
12. Dr. S. K. Sundar, Assistant Professor/ IQAC coordinator, Department of Microbiology

*Principal* 14-6-19

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

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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

**Minutes of the UG students' induction meeting - 17.06.2019 (Monday)**

Prayer: Tamizhthai Vazhthu.

Welcome address: Dr. S. Maran, Associate Professor & Head, Department of English

Presidential cum special address: Prof. S. Ravi, Principal i/c.

The following were transpired among the newly admitted undergraduate wards of the academic year by the Principal:

- Shift I (arts programs) & shift II (science programs) college timings & Availability of anti-ragging committee
- Academic week, Day- order and time- table
- Theory & Practical continuous internal assessment (CIA) and their various components
- Class attendance & Practice of using student identity card every day
- College as 'No mobile phone' zone, Participation in extension activities such as NCC, NSS, RRC, YRC etc., and their need.
- College fee, special fee, lab fee and examination fee approximately
- In- charge staff members for various students- centric activities such as scholarships, bus pass, bonafide certificate, students hostel, students ID card etc.
- In- charge staff of various extension activities such as NCC, NSS, YRC, RRC, Fine arts, placement cell etc.
- Practice of following subjects/ courses syllabi of each semester; Career opportunities.

Vote of thanks: Dr. S. K. Sundar, Assistant Professor/ IQAC coordinator

National Anthem.

1. Dr. L. Bommi, Assistant Professor & Head, Department of Tamil
2. Dr. S. Maran, Associate Professor & Head, Department of English
3. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany
4. Dr. J. Kannan, Assistant Professor & Head, Department of Commerce
5. Dr. S. Sivaselvan, Assistant Professor & Head, Department of Physics
6. Prof. G. Kamaraj, Assistant Professor & Head, Department of History
7. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics
8. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology
9. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science
10. Dr. L. Sumathi, Assistant Professor & Head, Department of Business Administration
11. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology
12. Dr. S. K. Sundar, Assistant Professor/ IQAC coordinator, Department of Microbiology

*Prof. S. Ravi* 17.6.19

**Prof. S. Ravi**

Principal i/c IQAC Chairperson

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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

**Induction meeting of newly enrolled PG students - 24.07.2019 (Wednesday)**

Prayer: Tamizhthai Vazhthu.

Welcome address: Dr. L. Bommi, Assistant Professor & Head, Department of Tamil

Presidential cum special address: Prof. S. Ravi, Principal i/c.

The IQAC Chairperson / Principal underscored the following:

- Shift I & shift II and college timings
- Class attendance & college as 'No mobile phone' zone.
- Enhanced performance in theory & practical continuous internal assessment (CIA), its various components and significance of theory and practical classes.
- Attending all the theory and practical sessions on all days without any break.
- Regular / effective usage of the library books, lab and other facilities available at the campus for an effective learning of experiments under various practical courses / to acquire soft skills.
- Students project scheme of the Government of Tamil Nadu for project grant & support.
- To enrich employability as well as entrepreneurial skills during the study period.
- Responsibilities of PG learners towards their placements soon after their post graduation.
- Research opportunities after post graduation. In addition, all the Head of the Departments briefly spoke with special reference to their respective programs.

Vote of thanks: Dr. S. K. Sundar, Assistant Professor/ IQAC coordinator

National Anthem.

1. Dr. L. Bommi, Assistant Professor & Head, Department of Tamil
2. Dr. S. Maran, Associate Professor & Head, Department of English
3. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany
4. Dr. J. Kannan, Assistant Professor & Head, Department of Commerce
5. Dr. S. Sivaselvan, Assistant Professor & Head, Department of Physics
6. Prof. G. Kamaraj, Assistant Professor & Head, Department of History
7. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics
8. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology
9. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science
10. Dr. L. Sumathi, Assistant Professor & Head, Department of Business Administration
11. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology
12. Dr. S. K. Sundar, Assistant Professor/ IQAC coordinator, Department of Microbiology

*Prof. S. Ravi* 24.7.19  
Principal i/c / IQAC Chairperson

Principal i/c

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

06.08.2019

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

IQAC meeting of the academic year is scheduled on 09.08.2019 (Friday) and all the Head of the Departments are informed to attend the meeting at 10:00 am at the digital library.

*Principal* 6.8.19  
Principal i/c  
M.R. Govt. Arts College  
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1. Dr. S.K. Sundar, Assistant Professor of Microbiology / IQAC Coordinator
2. Dr. L. Bommi, Assistant Professor & Head, Department of Tamil *06/08/19*
3. Dr. S. Maran, Associate Professor & Head, Department of English *06/8/19*
4. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany *06/8/19*
5. Dr. J. Kannan, Assistant Professor & Head, Department of Commerce *06/8/19*
6. Dr. S. Sivaselvan, Assistant Professor & Head, Department of Physics *06/8/19*
7. Prof. G. Kamaraj, Assistant Professor & Head, Department of History *06/8/2019*
8. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics *06/8/19*
9. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology *06/8/2019*
10. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science *06/8/2019*
11. Dr. L. Sumathi, Assistant Professor & Head, Department of Business Administration *06/8/2019*
12. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology *06/08/2019*



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

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

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#### **Minutes of the IQAC meeting - 9<sup>th</sup> August 2019 (Friday)**

Welcome address: Dr. S.K. Sundar, Assistant Professor of Microbiology & IQAC Coordinator

Presidential address and briefing of the following among the external cum internal members of the IQAC: Prof. S. Ravi, Principal & IQAC Chairperson.

- Number of programs offered and enhancement of students intake
- Role of teachers with respect to curriculum development
- Highlights of the certificate course – Computer Literacy Program (CLP)
- UG field work; PG students projects; practice & progress
- Feedback from students, alumni and teachers
- Mentoring of students
- Teachers and research
- Research grants by teachers & status
- Research paper publications
- Extension activities by NCC, NSS, RRC, YRC etc., and special camps
- Status of computer facilities
- Improvements in physical infrastructure facilities, laboratory facilities etc.,
- FDPs

Review I: Dr. R. Saravanamuthu (External subject expert), Retired Professor of Botany, Department of Botany, AVC College (Autonomous), Mayiladuthurai – 609 305, Nagapattinam District, Tamil Nadu reviewed the followings, accordingly discussed or recorded for future practice:

Remedial class	-	Practiced
Mentors – mentee meetings	-	Practiced
Students feedback and analysis	-	Practiced
Feedback from parents	-	Recorded
Advanced learners	-	Practiced
Library and Digital library usage	-	Practiced
ICT enabled teachings	-	Practiced

Submission of Research proposals for grant	-	Practiced
Research article publications	-	Practiced
MoU, collaboration, linkages	-	Practiced but, recorded
Faculty Development Programs (teaching & non – teaching)	-	Practiced
Students skill development programs	-	Practiced
Fund allocation to departments	-	Recorded
Improvement of Internet facilities	-	Practiced

Review II: Dr. A. Paneer Selvam (External subject expert), Head, Department of Botany & Microbiology, AVVM Sri Pushpam College, Thanjavur, reviewed the followings and suitably recorded as below:

Participation in NIRF	-	Practiced
Annual books purchase	-	Practiced
Laboratory facilities maintenance & up gradation	-	Practiced
Staff participation in workshops and seminars	-	Practiced
Students' in extra & co- curricular activities	-	Practiced
Students & research scholars in science events, seminar, conferences, workshops etc.,	-	Practiced
Career counseling of students	-	Practiced
Redressing students' grievances	-	Practiced
Students project scheme and grant	-	Practiced but, recorded
Research scholars and research funding	-	Practiced but, recorded
Parents- Teachers Association (PTA) meetings	-	Practiced but, recorded
Alumni association registration	-	Recorded

Alumni contribution	-	Recorded
Campus Placements	-	Recorded
Sports and games events	-	Practiced

With clarifications wherever required, the review meeting concluded and Dr. S.K. Sundar, IQAC Coordinator profusely thanked both the external and internal members of the IQAC for their active participation during the deliberations.

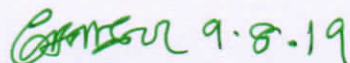
**Teaching Members**

1. Dr. L. Bommi, Assistant Professor & Head, Department of Tamil N. S. 9/8/19
2. Dr. S. Maran, Associate Professor & Head, Department of English S. Maran 9/8/19
3. Dr. M. Gopinathan, Assistant Professor & Head, Department of Botany M. Gopinathan 09/08/19
4. Dr. J. Kannan, Assistant Professor & Head, Department of Commerce J. Kannan 9/8/19
5. Dr. S. Sivaselvan, Assistant Professor & Head, Department of Physics S. Sivaselvan 9/8/19
6. Prof. G. Kamaraj, Assistant Professor & Head, Department of History G. Kamaraj 9/8/2019
7. Prof. V. Raja, Assistant Professor & Head, Department of Mathematics V. Raja 9/8/19
8. Dr. K. Panneer Selvam, Assistant Professor & Head, Department of Microbiology K. Panneer Selvam 9/8/2019
9. Prof. S. V. Nethaji, Assistant Professor & Head, Department of Computer Science S. V. Nethaji 09/08/19
10. Dr. L. Sumathi, Assistant Professor & Head, Department of Business Administration L. Sumathi 9/8/2019
11. Dr. S. Ramu, Assistant Professor & Head, Department of Zoology S. Ramu 09/08/19

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

**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.

  
 Principal/ IQAC Chairperson  
 Principal VC  
 M.R. Govt. Arts College  
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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
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, Assistant 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 59 research articles were published by staff members from humanities, commerce, management and science departments. Of which, 21 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
Edited book chapters by staff members	Members of staff have published 4 chapters in edited volumes

Paper presentation in conferences / seminars	A total of 10 papers were presented in international conferences by staff members representing various programs.
Organizing sponsored workshops or seminars or conferences by the departments.	The Department of Microbiology successfully organized one-day national seminar sponsored by Tamil Nadu State Council for Science and Technology (TNSCST), Chennai on 28 February 2020. In addition, a total of 2, 2, & 5 workshops, seminars and special guest lectures respectively were organized by departments during the year.
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.
Staff as resource persons	A total of 13 staff members of the college were invited by other institutions and have participated as resource persons
MoUs or collaborations.	A twining- program or a collaboration was inked by the Department of Microbiology, of the college with the Mr. Debulman Syiemiong, Department of Botany, St. Edmund's College, Shillong – 793003, Meghalaya through the DBT major research project. Similarly, an MoU by the college with Bon Secours College for Women, Thanjavur – 613 006 was in force during the year.
AQAR submission to the NAAC.	AQAR of the academic year 2018- 2019 could not be submitted during the academic year.
Celebrations of the College day, Sports day & Graduation day	IQAC coordinated with the in-charge 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.
Receiving and assessing of 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.

Coordinating with the Physical Education wing of the college in organizing sports events / games.	In association with the IQAC, intramural sports and games event (Annual Sports Meet of the College) was organized by the Physical Education section of the college successfully. Similarly, student teams actively participated in Bharathidasan University, Tiruchirappalli, Inter Collegiate Tournament.
Honors and recognitions – staff	Two staff members have received Best academicians' award and one has received Rashtriya Gaurav award 2020.

*Principals*

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