Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**MUTHURANGAM GOVERNMENT ARTS COLLEGE (AUT), VELLORE**
Name of the head of the Institution	**Dr. R. Sugirtharani Julina**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04182262068**
Mobile no.	**9791324757**
Registered Email	**mgaciqac@gmail.com**
Alternate Email	**mgacvlr@yahoo.co.in**
Address	**Muthurangam Government Arts College (Autonomous), Otteri,**
City/Town	**Vellore**
State/UT	**Tamil Nadu**
Pincode	**632002**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**27-Jan-2005**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. R. Rajendiran**
Phone no/Alternate Phone no.	**04162262068**
Mobile no.	**9994690936**
Registered Email	**mgaciqac@gmail.com**
Alternate Email	**mgacvlr@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mgacvlr.edu.in/NAAC/mgac_aqar_201617.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 :	http://www.mgacvlr.edu.in/NAAC/mgac_ac_201718.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**Three Star**	**70**	**2002**	**15-May-2002**	**14-May-2007**
2	**B**	**2.39**	**2009**	**31-Dec-2009**	**30-Dec-2014**
3	**B**	**2.75**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**25-Mar-2009**

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
Remedial classes for Final Year students	21-Feb-2018 15	1100
One Day Workshop on Recent Development in Office Management	18-Aug-2017 1	17
Office automation	05-Jul-2017 1	17
Upgrade the skills of Laboratory Assistants	28-Jun-2017 1	6
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8. Provide the list of Special Status conferred 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
NIL	NA	NIL	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
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 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)

? Peer committee of the college, staff, Alumni, stakeholders, students and parents suggestions were taken and implemented. ? The new courses like M.Sc. (Zoology), M.Phil. (Tamil and History) and Ph.D. (Tamil) were introduced successfully as planned. ? The infrastructural facilities for the new and existing courses were established and improved as per the requirement. ? Need of

the society was fulfilled by revising the existing curriculum design based on the recommendations of board of studies and academic council. ? A golden Jubilee Arch at the college entrance was built with the help of OSA. ? With the help of RUSA, vocational training programmes such as Banking Financial and Insurance Service, BSNL, ADTC and ICT were successfully conducted and 632 students were benefitted. ? International Conference was conducted by the Physics department with the financial support from DST, ISPA and .

[View File](#)

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
NIRF Committee	Constituted successfully
Internal audit	Done
AQAR report for the Academic year 2016-17	Sent to the NAAC portal
Digitization of Staff service registers	Digitized
Office automation work	Successfully completed
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Council	**30-Mar-2018**

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	**2018**

Date of Submission	**27-Feb-2018**

17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	U07	TAMIL	21/03/2017
BA	U04	ENGLISH	21/03/2017
BA	U06	HISTORY	21/03/2017
BA	U03	ECONOMICS	21/03/2017
BSc	U25	MATHEMATICS	21/03/2017
BSc	U28	PHYSICS	21/03/2017
BSc	U17	CHEMISTRY	21/03/2017
BSc	U18	COMPUTER SCIENCE	21/03/2017
BSc	U33	ZOOLOGY	21/03/2017
BCom	U10	COMMERCE	21/03/2017
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BA	TAMIL	16/06/2017	Payanpattu Tamil 17U3TASB	16/06/2017
BA	TAMIL	16/06/2017	Padipuiyakkam Mozhipeyarpum 17U4TASB	16/06/2017
BA	TAMIL	16/06/2017	Kalvettiyal 17U5TASB	16/06/2017
BA	TAMIL	16/06/2017	Thagaval Thodarbiyal 17U6TASB	16/06/2017
BA	TAMIL	16/06/2017	Tamil Mozhi Arimugam 17U3TANM	16/06/2017
BA	TAMIL	16/06/2017	Tamil Panpadu Arimugam 17U4TANM	16/06/2017
BA	ENGLISH	16/06/2017	Skill for Employment 17U3ENSB	16/06/2017
BA	ENGLISH	16/06/2017	Functional English 17U4ENSB	16/06/2017
BA	ENGLISH	16/06/2017	Writing Skills-Professional 17U5ENSB	16/06/2017
BA	ENGLISH	16/06/2017	Professional Communication 17U6ENSB	16/06/2017
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year		
Programme/Course	Programme Specialization	Dates of Introduction
MSc	ZOOLOGY	05/09/2017
MPhil	TAMIL	05/09/2017
MPhil	HISTORY	20/02/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	TAMIL	16/06/2017
BA	ENGLISH	16/06/2017
BA	HISTORY	16/06/2017
BA	ECONOMICS	16/06/2017
BSc	MATHEMATICS	16/06/2017
BSc	PHYSICS	16/06/2017
BSc	CHEMISTRY	16/06/2017
BSc	COMPUTER SCIENCE	16/06/2017
BSc	ZOOLOGY	16/06/2017
BCom	COMMERCE	16/06/2017
BBA	BUSINESS ADMINISTRATION	16/06/2017
BSc	ERVICE MANAGEMENT AND DIETETICS	16/06/2017
MA	TAMIL	16/06/2017
MA	ENGLISH	16/06/2017
MA	HISTORY	16/06/2017
MA	ECONOMICS	16/06/2017
MSc	MATHEMATICS	16/06/2017
MSc	PHYSICS	16/06/2017
MSc	CHEMISTRY	16/06/2017
MSc	COMPUTER SCIENCE	16/06/2017
MSc	ZOOLOGY	16/08/2017
MCom	COMMERCE	16/06/2017
MBA	BUSINESS ADMINISTRATION	16/06/2017
MPhil	TAMIL	05/09/2017
MPhil	ENGLISH	16/06/2017
MPhil	ECONOMICS	16/06/2017
MPhil	MATHEMATICS	16/06/2017
MPhil	PHYSICS	16/06/2017
MPhil	CHEMISTRY	16/06/2017

MPhil	COMPUTER SCIENCE	16/06/2017
MPhil	COMMERCE	16/06/2017

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
CLP	16/06/2017	1060
Industry Awarness TANSCHE ICT Academy	16/02/2018	638
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	BUSINESS ADMINISTRATION	28
MSc	COMPUTER SCIENCE	26
MBA	BUSINESS ADMINISTRATION	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback form/formats are designed for the stakeholders. This includes faculty feedback, alumina feedback, student feedback, course exit survey, etc. Faculty feedback from the students for the respective course is taken twice in a semester on various teaching/learning aspects and it is analyzed by the HODs and corrective measures if any are informed to the respective faculties for further improvements. Course exit feedback and program exit feedbacks are taken to analyze the understanding capability of the students. Feedback about the infrastructural facilities is taken from the final year students at the end of the program for improving the lab facilities, if any. The feedback so obtained is analyzed for further improvement. Feedbacks from the parents are taken by interacting with them during Parent Teacher Meet. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from faculties is also taken for their suggestions in syllabus revision. Feedback is also collected from the companies. This feedback is discussed in meeting of training and placement cell. Library has predestinated feedback forms which are kept on the circulation counter and open to fill-up by any user as per their wish. The collected data is entered in excel sheet and is presented in front of library committee for review and discussion. We have also installed a suggestion box which is accessible to all the stake holders so that they can give their feedback/ suggestions for improvements, if any. We have a system of taking

feedback from students on infrastructure and also subject wise teachers. This is a feedback on 5-point scale, which measures parameters like Subject knowledge, Expression, Teaching aids used methodology etc. which is analyzed by our management for taking appropriate decisions for improving the infrastructure and also quality of teachers. The alumni feedback and exit feedbacks are taken from all students. From these forms we are able to make out whether the proper teaching learning process is in place. Also, this process enables the institute to improve in the areas where ever necessary. Every semester junior faculties evaluation is processed by senior faculties, subject experts and inform to the faculties for enhancing their skills. The feedback is taken from students in order to analyze and implement as per their needs. Also, feedback is taken from experts and external examiners on quality of our students. Based on the faculty feedback the probationers and regular faculty are counseled for the lacunae. Based on the above feedbacks and suggestions received we take corrective actions to complete the loop.

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
BCom	COMMERCE	120	2500	115
BSc	ZOOLOGY	60	6500	54
BSc	COMP.SCI	70	6500	70
BSc	CHEMISTRY	150	6500	136
BSc	PHYSICS	100	6500	94
BSc	MATHS	158	6500	151
BA	ECONOMICS	96	6500	96
BA	HISTORY	80	6500	75
BA	ENGLISH	96	6500	93
BA	TAMIL	48	6500	48

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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
2017	2881	438	15	10	172

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

172	90	3	3	3	68

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)

This system has been introduced to establish a better and effective student-teacher relationship and guide the students in subject matters. All teachers work as mentors to the students allotted to them. Students will have to go and meet their mentor at least once in a month for guidance. Faculty mentors play a crucial role in mentoring graduates. Students and their mentors share responsibility for ensuring productive and rewarding mentoring relationships. Both parties have a role to play in the success of mentoring. For graduate students, a mentor is someone who serves as a guide throughout their institutional training. They provide both professional and personal advice in transitioning , and out of, graduate school. They give constructive feedback on writing, teaching and other elements of career design. They can serve to help students balance professional goals with their personal lives or give emotional encouragement during challenging times and providing a reliable and comprehensive support system to motivate students to excel in both academic and non-academic fields and to make the most of their life at the Institute. It is necessary for a mentor to empathize with the wide variety of situations his men tees could face and be humble enough not to impose their own opinions.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3394	172	1:20

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
172	172	Nill	Nill	59

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
2017	DR.V.SIVASANKAR	Assistant Professor	YOUNG ECONOMIST AWARD AET

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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
BCom	U10	VI/2018	04/05/2018	08/06/2018
BSc	U33	VI/2018	04/05/2018	08/06/2018
BSc	U18	VI/2018	04/05/2018	08/06/2018
BSc	U17	VI/2018	04/05/2018	08/06/2018
BSc	U25	VI/2018	04/05/2018	08/06/2018
BSc	U26	VI/2018	04/05/2018	08/06/2018

BA	U03	VI/ 2018	04/05/2018	08/06/2018
BA	U06	VI/ 2018	04/05/2018	08/06/2018
BA	U04	VI/ 2018	04/05/2018	08/06/2018
BA	U07	VI/ 2018	04/05/2018	08/06/2018
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
10	3394	0.002

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://www.mgacvlr.org/courses.html

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
U10	BCom	COMMERCE	97	44	45
U08	BBA	BUSINESS ADMINISTATION	38	31	82
U18	BSc	COMP.SCI	64	36	56
U17	BSc	CHEMISTRY	136	73	56
U26	BSc	PHYSICS	85	36	42
U25	BSc	MATHS	132	55	42
U03	BA	ECONOMICS	64	23	36
U06	BA	HISTORY	55	23	41
U04	BA	ENGLISH	76	38	50
U07	BA	TAMIL	33	20	61
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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://drive.google.com/file/d/1wZa4vKCV7OPzEKpQdhbPvQRim7lxX5Kx/view?usp=sharing

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	NIL	NIL	Nill	NIL

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3.2 – Resource Mobilization for Research

3.2.1 – 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
Students Research Projects (Other than compulsory by the University)	1	TNSCST	0.1	0.1
Major Projects	1	TANSCHE	0.68	0.68
Major Projects	2	DST-SERB	11	4.66
Major Projects	3	UGC	10.8	4.2

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

7

3.3 – Innovation Ecosystem

3.3.1 – 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
Science Academy lectures workshop on emerging trends in Physics	Physics	09/02/2018
One day state level workshop associated with national science day celebration	Chemistry	28/02/2018

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3.3.2 – 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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3.3.3 – 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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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
English	1
Chemistry	3
History	2
MBA	2

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Computer Science	16	0
National	Chemistry	13	0
International	Chemistry	29	04
International	Physics	2	03
National	Zoology	3	0

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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Tamil	17
History	8
MBA	4

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nill	0	Nill

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3.4.5 – 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
Synthesis Of Nanotubes Under Carbon Environment	Dr. P. S eenuvasaku maran	Optik, Elsevier	2017	1	Muthuran gam Government Arts College	2

At Low Tem perature Using Hydr othermal Method						

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3.4.6 – 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
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Presented papers	25	56	7	2

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	0
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	0
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3.6 – Extension Activities

3.6.1 – 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
World Yoga Day	YRC-IRCS	1	200
Plating the tress across the village	NSS	3	300
Awarness programme about Karuvellamaram and Farming	NSS	3	300
Cleaning the temple campus in	NSS	3	300

the villages			
Blood donation camp	NSS	3	60

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3.6.2 – 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	Nill

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3.6.3 – 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
NSS	NSS	Action Plan Meet	3	300

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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Research	Dr. P. Prabukanthan	self	10

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3.7.2 – 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
<td colspan="6" align="center">No Data Entered/Not Applicable !!!</td>					
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Audacious Dreams, India	16/06/2017	Industry Interaction / Collaboration	50

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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
25823730	25823730

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	Newly Added
Seminar Halls	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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
LSEASE	Partially	Basic	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	53341	3688437	764	232000	54105	3920437
Reference Books	1200	100000	Nill	Nill	1200	100000
e-Books	Nill	Nill	80409	Nill	80409	Nill
Journals	80	142112	36	36000	116	178112
e-Journals	Nill	Nill	3828	5900	3828	5900
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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
NIL	NIL	NIL	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others

	mputers	Lab		centers	Centers		nts	Bandwidth (MBPS/ GBPS)	
Existing	147	3	2	0	0	2	12	50	0
Added	2	0	0	0	0	0	2	0	0
Total	149	3	2	0	0	2	14	50	0

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

<div align="center">50 MBPS/ GBPS</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
230400	230400	325430	325430

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)

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Laboratory: Record of maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. Maintenance of laboratories is as follows:- The calibration, repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. Library: - The Library has separate section for magazine and journals. The Library is now using token card system for library housekeeping function. The library has digital library 10 computers with BSNL broadband internet connectivity. The finalized list of required books is duly approved and signed by the Principal. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are checked out / resolved by the library committee. We collect the feedbacks about the library service and sources periodically. Sports: - Regarding the maintenance of sports equipment the college sports in charge is deputed. Computers: - Computer laboratory established to enrich the students. Software is used for maintaining faculty and students details. Each Department having appropriate computer for their requirements. Open access journals facilities are available. Classrooms: - The College has various committees for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. Administrative officers will take in charge for student's academic requirements. Additionally:- There is a lab instructor in every department, who maintains the stock register by physically verifying the items round the year. Department wise annual stock verification is done by concerned Head of the

Department. Regular maintenance of Computer Laboratory equipment's is done by Laboratory Assistant along with Laboratory attendant and they are headed by the faculty in charge. Regular cleaning of water tanks and proper garbage disposal is done by Institute concern Employees. College campus maintenance is monitored through regular inspection. Updating of software's is done by lab assistants. Regular maintenance of the water cooler and water purifier is done regularly.

https://drive.google.com/file/d/1IzGZ83YDQ7Lx73Ye-xj1OiMnNgd0cHpD/view?usp=sharing

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	STATE GOVT SCHOLARSHIP	2027	4860259
Financial Support from Other Sources			
a) National	0	Nill	0
b)International	0	Nill	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
SOFT SKILL CUM INDUSTRY AWARNESS	16/02/2018	638	TANSCHE
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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
2018	TNPSC	10	10	3	2
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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

| NIL | Nill | Nill | ARMY,POLICE.JOS ALUKKAS0N | 63 | 21 |

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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
2018	7	BBA	BUSINESS ADMINISTRTION	MGAC,OTHER COLLEGES	MBA
2018	8	BSC ZOO	ZOOLOGY	MGAC,CMC	M SC ZOO
2018	10	BSC COMP.SCI	COMPUTERSCIENCE	MGAC	MSC COMP.SCI
2018	10	BSC CHE	CHEMISTRY	MGAC,VIT	MSC CHE
2018	3	BSC PHYSICS	PHYSICS	MGAC,B.ED, VIT	MSC PHYSICS
2018	15	BSC MATHS	MATHS	MGAC,B.ED	M.SC MATHS
2018	14	BA ECONOMICS	ECONOMICS	MGAC	MA ECONOMICS
2018	15	BA HISTORY	HISTORY	MGAC	MA HISTORY
2018	20	BA ENGLISH	ENGLISH	MGAC	MA ENGLISH
2018	17	BA TAMIL	TAMIL	MGAC	MA TAMIL

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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
SET	5
NET	3
Any Other	7

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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
YRC COMPETITIONS	COLLEGE	120
INTER COLLEGE COMPETITIONS	COLLEGE	150

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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

2018	NIL	International	Nill	Nill	Nill	NIL

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution has an active student council. Advisory committees appointed for the various associations. General information is sent out to all students of the department informing them of the services extended by the various cells and inviting them to meet the faculty coordinator of the Department. The advising process is designed to ensure that each student selects a set of courses during each semester that meets minimum grade requirements and which can result in the student making efficient and orderly progress in meeting the academic requirements as listed in the course scheme. Department Associations both inaugural and valedictory functions are held every year. Competitions at various levels are held and Prizes distributed during the annual day function. Every year report of the activities of the department is recorded and consolidated and the annual report is read during the College Day Function. Students involve in NSS, NCC, YRC and Youth Red Cross and participate actively in many activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Muthurangam Government Arts College(Autonomous), Vellore was registered under the name "Munnal Manavargal Sangam (Old Students Association, shortly OSA on 03.01.2018 with the registered number 6/2018. The main of objectives of the Alumni Association are: • To keep a lifelong relationship with the Alumni. • Maintaining the current information of the Alumni. • To encourage, foster and promote close relations among the alumni of this century crossed prestigious institution. • To motivate the Alumni to keep themselves engaged in productive pursuits useful to the society. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues by organizing and coordinating reunion activities of the Alumni. The old students have contributed to the growth and development of the college by supporting their departments and the institution simultaneously. The association has distributed Prizes to the rank holders during the University Convocation.

5.4.2 – No. of registered Alumni:

1

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principals, Heads of Departments and various Coordinators were possessed a vital role in the decentralization of administration process. It's a great

opportunity for all the staff members of this institution to incorporate their creative and innovative ideas towards the achievement of potential excellence of this institution. In particular, the senior staff members of the college grab hold of different administrative responsibilities such as Controller of Examination (COE), College Council, members of Academic Council, Board of Studies (BOS). These committee members were enthusiastically involved in decision making for the welfare of the college. Also, the decentralization of administration process can be achieved through various committees such as UG/PG Admission Committee, National Institute Ranking Framework (NIRF) Committee, All India Survey on Higher Education (AISHE), etc. Some of the other activities were highlighted below: National Service Scheme (NSS)- The NSS cell of our college comprises of 3 units with 300 volunteers. The NSS cell were enthusiastically organised several events such as Action Plan Meet (19.6.2017), Orientation Programme for 1st Years (17.7.2017), Voter ID Registration Camp (20.7.2017), Blood Donation Camp for twice in a year (21.09.2017 and 25.10.2017), Campus Cleaning (7.2.2018), Special Camp –Inauguration (20.03.2018), Stress Management Programme (21.03.2018), Cleaning the Temple Campus in the Villages (22.03.2018), Awareness programme about karuvellamaram and Farming (23.3.2018), Planting the trees across the village (24.03.2018) and Cleaning Water Tank in the village (25.03.2018). Youth Red Cross Society (YRC) of our college was conducted many program during this academic year namely, "World Yoga Day" on 21.06.2017, "Public Health Rally" on 29.06.17, "World Humanity Day" on 14.10.17. Also, YRC were conducted many programs like district level drawing competition entitled on "Art on Waste" on 14.10.2017 and in addition, JRC members were received many awards from different competition.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

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	Using current National Curriculum developed by UGC assessing the regional needs and students skills through planning, feedback obtained from various stakeholders and demand, the new curriculum is designed and syllabus are updated in once 5 years and also to help the employment and entrepreneurship. All courses have core/elective option among various papers. Also, college provides certificate courses along with UG degree, Career oriented programmes sponsored by UGC have been offered. Short term workshops and programmes are also conducted by the IQAC to enhance skills and knowledge Trend Analysis and Thrust Area identification, Societal and Industrial projections.
Teaching and Learning	The College receives about 2182 feedback from various stakeholders' to make improvements in the teaching and learning system to ensure the overall development of students. Format for

	feedback is prepared by the IQAC committee and given to all the students at the end of the academic year. The feedback forms are collected/consolidate by the HOD's and submitted to the IQAC. IQAC compiles the feedback of students for the entire college, based on the outcome necessary measures were taken for the critical feedbacks and considerable measures were taken by the IQAC in collaboration with the HOD's.
Examination and Evaluation	The internal assessment mark of 25 and external examination mark of (75) is assigned as a part of Choice Based Credit System (CBCS) in each semester. Three internal assessment examinations are conducted and the best of two are taken into consideration for the evaluation. In additions, class assessment tests are conducted on frequent intervals and the teachers make an analysis of the performance of students after every internal test. Also, assignments are given for evaluation of the students. Seminars are also conducted in PG courses for their evaluation.
Research and Development	The college encourages all the faculty members to update their knowledge and to upgrade the quality of learning by encouraging them to take up major and minor research projects for availing the funding support from various external agencies. Both staff and students are motivated to publish their research works in the reputed peer reviewed journals. The college proudly depicts the fact that the department of Mathematics, Physics, Chemistry, Computer Science, Economics, Tamil, English and Commerce are actively involved in scientific and community oriented research activities and receives funds from various agencies.
Library, ICT and Physical Infrastructure / Instrumentation	The College has digital library system which can be easily accessed through 10 computers together with BSNL broadband internet connectivity. Also, College library has separate section for magazine and journals. At present, the library is now using token card system for its housekeeping function. The total number of library books is 56000 and library subscribes 14 periodicals and 3828 e-journals, 80409

	e-books through N-LIST. Many departments are supplied with audio visual teaching aids which are also used to teach students. They are encouraged to use computers, LCD projectors, Internet, library resources etc to enrich their teaching.
Human Resource Management	The soft skill workshop was conducted by the faculty members of our college to the third year students of both shifts. PTA had appointed guest faculties and non-teaching staffs for the development and the welfare of the student from the PTA fund.
Industry Interaction / Collaboration	Board of Studies of every department comprises both internal and external Academic subject experts and also experts from Industry and Service Sectors in the curriculum development. PG., M.Phil., Research scholars are undergoing projects in collaboration with many intuitions/industries like IIT-Chennai, VIT- Vellore, Pondicherry University, SIPCOT-Ranipet, Audacious Dreams, India, ect.
Admission of Students	Student's admissions were made by College Admission Committee following Admission Guidelines issued by the Higher Education Department of the State Government. The process of admitting the students to various programmes was transparent. Undergraduate as well as Postgraduate students were admitted under open counselling based on their merit. Admission notification was published in leading regional daily newspapers. Prospectus/College website giving all the academic, administrative and financial aspects related to admission process was made available to students. One of the major feature of this institution is the Co-educational system (30 women's quota is mandatory for all UG courses).

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

E-governace area	Details
Administration	Office automation
Finance and Accounts	Salary bill sanctioning
Student Admission and Support	SIngle window system
Examination	Publishing result in the college 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
Nill	NIL	NIL	NIL	Nill

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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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)
2017	Nill	One Day Workshop on Recent Development in Office Management	12/07/2017	12/07/2017	Nill	17
2017	Nill	Awarness programme to upgrade the skills of Laboratory Assistants	28/06/2017	28/06/2017	Nill	6
2017	Nill	Office automation	05/07/2017	05/07/2017	Nill	17

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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
Two days soft skill and industry awareness master training programme (TANSCHE)	1	05/02/2018	06/02/2018	2
Two days soft skill and industry awareness master training	1	05/02/2018	06/02/2018	2

programme (TANSCHE)				
R C: (Venkateswara University)	1	08/01/2018	27/01/2018	21
R C: (Venkateswara University)	1	08/01/2018	27/01/2018	21
Orientation Course- Batch 129 (University of Madras)	1	10/05/2017	06/06/2017	28
R.C in Tamil (University of Madras)	1	10/11/2017	30/11/2017	21
R C: Gender Studies (Venkateswara University)	1	12/03/2018	30/03/2018	21
R C: Gender Studies (Venkateswara University)R C: Gender Studies (Venkateswara University)	1	12/03/2018	30/03/2018	21
R C: Ecology and Environmental Sciences (University of Madras)	1	24/05/2017	13/06/2017	21
R C: Ecology and Environmental Sciences (University of Madras)	1	24/05/2017	13/06/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
119	119	13	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
National Health Insurance Scheme, Medical leave, Maternity leave, On duty for attending	National Health Insurance Scheme, Medical leave, Maternity leave, Festival advance	Government OBC/SC/ST Scholarships,Tamil medium Scholarship, Free bus pass

conferences, Festival advance, Special on duty for refresher and orientation programmes.

6.4 – Financial Management and Resource Mobilization

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

Muthurangam Government Arts College (Autonomous) conducts internal and external financial audits regularly during the end of the Academic year. Internal Audit committee consists of senior faculty members including H.O.D.s whereas external audit composed of officials from Regional Joint Director, Vellore division also with Accounts and General Office, Chennai.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

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6.4.3 – Total corpus fund generated

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	Yes	External faculty	Yes	Senior faculty
Administrative	Yes	AGs office, Chennai	Yes	RJD, Vellore and DCE, Chennai

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

Men/Women such as are recruited to assist in the office administration, laboratory and Campus cleaning.

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

1) A programme was conducted to upgrade the skills of Laboratory Assistants on 28.6.2017 2)One day workshop for non-teaching staff was conducted on 12th July 2017 to upgrade the latest software knowledge through IQAC entitles on "One Day Workshop on Recent Development in Office Management".

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

1. Motivate the faculty to undertake research grants. 2. To enhance the outdoor sports facilities. 3. Upgrade the medical and canteen facilities.

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
2017	Office automation	05/07/2017	05/07/2017	05/07/2018	17
2017	To upgrade the skills of Laboratory Assistants	28/06/2017	28/06/2017	28/06/2017	6
2017	"One Day Workshop on Recent Development in Office Management"	18/08/2017	18/08/2017	18/08/2017	17
2018	Remedial coaching for slow learners	21/02/2018	21/02/2018	13/03/2018	1100
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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
Womens Day Celebration-2018	08/03/2018	08/03/2018	240	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
College premises are plastic and tobacco free.To maintain the greenery environment lot of trees were planted. Solar power generation is adopted.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	9
Ramp/Rails	Yes	9
Braille Software/facilities	Yes	1
Scribes for examination	Yes	9

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating

	address locational advantages and disadva ntages	taken to engage with and contribute to local community					students and staff
2017	Nill	Nill	Nill	Nill	NIL	NIL	Nill

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

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

1) To maintain a plastic free zone throughout the campus. Say "NO TO PLASTIC" logo were introduced in student common places like student rest room, college canteen, open assembly place ect. 2) In order to overcome the pollution free environment vehicles were allowed to park in the parking area only which is situated just after the entrance of the campus. 3) Tobaccos are prohibited inside the campus. 4) To maintain the greenery environment lot of trees were planted throughout the campus. 5) Solar power generation is adopted. 6) Rain harvest systems were implemented. 7) Campus cleaning was introduced to the students to maintain an eco-friendly atmosphere.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Weekly assembly on every Monday for the student and staff with the dress coding of white shirt and black pants for male and white salwars/sarees for female. 2) Extension activities were made mandatory for all the students. 3) CCTV surveillance campus. 4) Remedial coaching classes were conducted for the below average students. 5) Ongoing research atmosphere were introduced for the PG and M.Phil. students. 6) All the departments were interested in conducting fresher's day, association meetings, arranging invited lecture for PG students.

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

https://drive.google.com/file/d/1et85No2HRkiQjVcIf6pymdK1m0XaVUwM/view?usp=sharing

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

As mentioned in the vision and mission statements of college, it provides the opportunity to pursue higher education on par with national level for the socio-economically backward students. Rural students from in and around Vellore district were benefitted by experiencing modern and latest trends in the field of education. Also institute takes a cautious measure in maintaining the gender equity among the students. Most of the students belong to first graduate category institute has a responsibility to provide the quality education to

sustain them in the competitive atmosphere. It ensures the students to uplift in their economic and literal status.

Provide the weblink of the institution
https://drive.google.com/file/d/1Rg-iHEBNPQMCYQoB4ko_WdqC6H74a9ky/view?usp=sharing

8.Future Plans of Actions for Next Academic Year

1. Open forum with stakeholder's in the beginning and the end of the academic year. 2. To get specialized research center. 3. More collaboration with the academic institutions, industries and NGOs. 4. Planning to introduce the Google form to get the feedback from the student, staff and alumini. 5. Effective way to implement/enhance an eco-friendly campus. 6. Introducing Faculty Development Program (FDP) for the junior staffs. 7. Encourage the departments to produce more Ph,Ds 8. Motivate staff members to publish in peer reviewed journals with high impact factor.