Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**M.G.R COLLEGE**
Name of the head of the Institution	**A. Muthumoni**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04344261004**
Mobile no.	**9443891217**
Registered Email	**mgrprincipal@yahoo.co.in**
Alternate Email	**iqacmgr@gmail.com**
Address	**Dr. M.G.R Nagar**
City/Town	**Hosur**
State/UT	**Tamil Nadu**
Pincode	**635130**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**R. Yuvaraj**
Phone no/Alternate Phone no.	**04344261004**
Mobile no.	**9095889977**
Registered Email	**mgrprincipal@yahoo.co.in**
Alternate Email	**yuvaraj_r@outlook.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://mgrcollege.ac.in/IQAC/AQAR2016-2017.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://mgrcollege.ac.in/calendar.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.82**	**2015**	**03-Mar-2015**	**02-Mar-2020**
1	**B+**	**77.60**	**2007**	**31-Mar-2007**	**31-Mar-2012**

6. Date of Establishment of IQAC	**03-Jun-2007**

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
Regular Conduct of IQAC meetings	**15-Jun-2017** **2**	**16**

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Biotechnology	Young Scientists Scheme	DST	2015 1095	2340000
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View 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)

·   Internal Faculty Professional Developmental Trainings ·   Orientation Programme on Change management/Grooming/ for I year Students ·   Effective Public Speaking workshop for new staff members ·   Motivated departments to conduct seminars/workshops/conferences ·   Motivated NSS/YRC/RRC coordinators to conduct more extension activities

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

Plan of Action	Achivements/Outcomes
Conduction of orientation programme on Life Skills training for I year students	Orientation programme for I year students was conducted
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC	03-Jun-2007

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	10-Mar-2018

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	• The institution has an effective MIS. It ensures a systematic information flow for decisionmaking processes, which are achieved by computerization of academic, administrative, and library section for instant access and retrieval of information. • The administrative section is an automated College Administration Software which maintains all information on student admission and fee payments etc., • The College library is also automated with Library Management Software and the information regarding the availability of books, issue details, etc • The finance section is facilitated with Computer Payroll system which maintains the details of the staff attendance (Biometric) and salary acquittance

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

M.G.R. College, Hosur is a prominent self-financing institution affiliated to Periyar University, Salem. The college offers 13 U.G. courses, 9 P.G. courses, 6 M. Phil. programmes and 4 Ph.D. programmes. Adhering the University guidelines, the college follows curriculum developed by the University. The following mechanisms have been in practice for ensuring the effective

implementation of the curriculum: Advance planning of academic activities, Systematic analysis of students, Bridge courses, Parents Connect, Conference, Special Lecture to Students, Paper Presentation, Students Class Work, Role Play by the Students and Faculty Development Program, Industry - academia interaction lecture series etc. Submissions of lesson plan at the beginning of the every academic year followed by preparation of notes of lesson by the faculty ensure the effective planning, curriculum delivery and documentation of contents delivered. Distribution of lab manual and study materials to the students guarantees the better understanding of the courses. Availability of Question banks allows students to have a mock drill before the end semester examinations. Documentation of weekly test, model exam, Documentation of University exam performances, and evaluation of student assignments are done meticulously by the class tutors and the same is communicated to the parents. Departments ensure the availability notes, question banks and lab manuals at the department libraries for students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Spoken English	03/07/2017	35
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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
BSc	HMCS	21
MSc	APPLIED MICROBIOLOGY	25
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
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

Our College recognizes and respects the feedback from all the stakeholders and witnesses the feedback as the most important tool for the up gradation. The obtained feedback from various stakeholders was analyzed scrupulously. Feedback on curriculum and syllabus were discussed in meetings to review the adequacy and viability of the existing courses and changes required if any were discussed with all faculty members. The Principal send the consolidated feedback to the University. Principal, IQAC and HoDs regularly monitor the delivery of course content and syllabus completion based on the student's feedback. Challenges faced in the delivery of syllabus and the head of the institution continuously note the suggestions from teachers for syllabus up gradation. Infrastructure facility (Laboratories/other amenities) up gradation was carried out based on the feedback. Difficulties and issues in curriculum delivery for the teachers were met and ICT based knowledge transfer were encouraged. Employability skill enhancement trainings were offered to the placement registered students to strengthen the placement record through the Training and Placement Cell. Necessary steps were taken and initiated to have a complete alumni database. Hiccups in transportation to the rural areas were addressed based on the feedback received from the parents.

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	280	245	245
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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	3707	299	76	Nill	137

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
142	85	4	8	Nill	4
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)

• A structured mentoring system was followed with the proportion of 1:30 • The personal and academic details of mentees were maintained • The slow learners were identified and the remedial classes were arranged • The toppers were encouraged to secure gold medals and University ranks

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4006	142	1:28

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
150	128	8	14	33

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	NA	Nill	NA
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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	COMMERCE	APR/MAY/2018	18/05/2018	18/06/2018
BCom	COMMERCE	NOV.DEC/2017	24/11/2017	02/01/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• Weekly tests were regularly conducted to assess the performance of the students and the progress reports were sent to their parents • Assignments were given to the students individually for evaluating their innovative knowledgeand writing skills • Seminars for PG students were given to strengthen their ability and enhance their cognitive skills • Internal marks were awarded based on the overall performance in unit tests, assignments, seminars, attendance and model examinations

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

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words) • The college follows the schedule given by the University and adhering the same to conduct examinations and other related activities • A separate academic calendar is prepared and followed.The academic calendar is distributed to all the stakeholders by the beginning of every academic year • The calendar consists of essential information such as the commencement of the Unit test, Model exams, Semester Examinations (both Theory and Practical), Cultural Events and public holidays. • In addition to it, the College calendar provides data for teachers and students such as History of the College, list of courses offered under the Choice Based Credit System, Attendance Rules, Examination Norms, and important contact information. • The codes of conduct followed by the students were clearly mentioned in the College calendar.

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)

https://www.mgrcollege.ac.in/IQAC/2016-2017/chart2016.pdf

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
BA	BA	ENGLISH	28	17	61
BCA	BCA	COMPUTER APPLICATIONS	149	106	71
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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)

http://mgrcollege.ac.in/IQAC/2017-2018/chart2017.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	DST	2340000	590000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
ICMR sponsored 6th	PG and Research Centre in	31/01/2018

| National Conference on Emerging Trends and New Challenges in Biotechnology- Advances in Biomaterials and Applications | Biotechnology | |
| Two-day Lecture Workshop on Recent Trends in Microbiology and Biotechnology | PG and Research Centre in Microbiology | 30/01/2018 |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
PG and Research Centre in Biotechnology	2
Computer Applications	1
Tamil	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	PG and Research Centre in Biotechnology	8	1.28

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

Department	Number of Publication
Tamil	2
Mathematics	2
Microbiology	1
Biotechnology	22

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Villous chorion: A potential source for pluripotent like stromal cells.	Jaianand K, Palaniyandi M, TabishIqbal MD, Balaji, P.	J. Nat ScBiol Med	2017	Nill	PG and Research Centre in Biotechnology, MGR College	Nill
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Evaluation of anti - inflammatory and anti –biofilm activity of silver nanoparticle using W attakakavo lubilis LINN.	WaseemIqbalKhanday, Madhanraj, R., Eyini, M., Balaji, P.	Int J Pharma Bio Sci	2017	24	21	PG and Research Centre in Biotechnology, MGR College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	45	1	Nill
Presented papers	11	8	Nill	Nill
Resource persons	Nill	2	Nill	Nill
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/	Number of teachers	Number of students

	collaborating agency	participated in such activities	participated in such activities
Yoga day	MGR College - Hosur	2	500

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nill

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS Regular Activities	MGR College - Hosur Hosur Municipality	Swacch Bharath	2	200
NSS Regular Activities	MGR College - Hosur GH, Hosur	Blood Donation Camp	2	50

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industry	Student project work	Global Pharmatechpvt ltd, Sipcot Ph. I, Hosur, Tamil Nadu 635126	01/12/2017	31/03/2018	Siva V Indhupriya V

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers

NA	Nill	NA	Nill

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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
120	106

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	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
AutoLib	Fully	5.1	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33097	1102797	8	1280	33105	1104077
Reference Books	5488	3769038	Nill	Nill	5488	3769038
e-Books	3135000	5900	Nill	Nill	3135000	5900
Journals	58	92750	Nill	Nill	58	92750
e-Journals	6000	Nill	Nill	Nill	6000	Nill
CD & Video	728	Nill	Nill	Nill	728	Nill
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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
NA	NA	NA	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	217	3	234	0	0	2	15	300	0
Added	0	0	0	0	0	0	0	0	0
Total	217	3	234	0	0	2	15	300	0

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

300 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5.5	5.25	75	71.58

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• The estate management team looks after the building construction and supervise the new construction and extensions needed from time to time and for the overall upkeep infrastructural facilities of the college. • The college has different in-charges for maintaining eco-friendly garden, physical infrastructure, internet and Wi-Fi facility, food court, parking zone, fine arts, student's health care centre, boys and girls hostels, indoor stadium, sports maintenance, RO water filter maintenance, rest rooms, girls waiting hall and gymnasium etc. • The library is digitalized and all books are stacked using bar codes and computer inventory catalogue for tracking available books and reserving them to avail • Computer laboratory established and used to maintain computers in the college. For the repair of computers and maintenance, the college take assistance of technical experts and obsolete systems are disposed. • Water supply and electrification system of the institution is being regularly maintained.

http://mgrcollege.ac.in/Library.html

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	NA	0	0
Financial Support from Other Sources			
a) National	State Government Scholarship	201	1393280
b)International	NA	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
Bridge Course	12/06/2017	60	Department of English
Yoga Meditation	05/07/2017	639	NSS - MGR College
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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
2017	NA	Nill	Nill	Nill	Nill
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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
17	17	15

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
TECHMAHINDRA	25	20	TIKONA	103	41
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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	20	B.Sc.,(Mathematics)	Mathematics	Govt. College, Krishnagiri,Govt. College, Hosur.	M.Sc.,(Mathematics)

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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
Nill	Nill

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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
Group Dance	Intra College	60
MIME	Intra College	35
SILAMBATTAM	Intra College	50

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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
2017	NATIONAL RURAL GAMES 2017 -	National	1	Nill	15UCA1156	Nandha kumar P

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

The students of various disciplines play a significant role in developing the hidden talents of their community through the department association such as Eco-Club, Fine Arts Club and Women Empowerment Cell. The department associations are actively run by the President, General Secretary and Treasurer. Students play a vibrant role in organizing and participating in various academic and cultural events. The student representatives of IQAC and Anti-Ragging Cell are prime responsible for initiating, planning and supervising various activities, which helps the institution to enhance the quality of education. They strongly adhere to anti-ragging policy and are being implemented through true spirit of actions taken by authorities. It helps us to build and maintain a cordial and conducive atmosphere inside the campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?
Yes

The alumni's role is pivotal for the overall development of the institution. The registered alumni association has a structured organizational behaviour and functioning with a senior most alumnus as its President. As the alumni is an effective role model that can be easily accepted by students, experience shared by the alumni with students in corporate life and business environment is always a motivating factor for students and handy to upgrade themselves in the respective skill sets. Hence, our alumni are often invited to share their experience with students regularly. The alumni association conducts periodical meetings to strengthen the alumni database and rapport with them. Alumni are often invited by the Training and Placement cell to improve the soft skills of the students by conducting mock interviews, pep – talk and office etiquettes. Prominent alumni are invited to grace seminars and symposia. A significant number of alumni working as faculty members and heading some departments in the college are an added advantage.

5.4.2 – No. of enrolled Alumni:
1334

5.4.3 – Alumni contribution during the year (in Rupees) :
667000

5.4.4 – Meetings/activities organized by Alumni Association :
Mock Interview - Mr. Niranjan, Infosys Mock GD - Mr. Balaji Singh, Episource Corporate Etiquette - Mr. Sai Venkat Prasad, Infosys

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)

1. Decentralization Our Institution has a mechanism for delegating authority and providing operational sovereignty to all the functionaries at various levels to work towards decentralized governance system. • Principal Level The Governing Body delegates all the academic powers and operational decisions based on the policy to the Head of the Institution in order to attain the vision and mission of the institution. The Principal formulates common working procedures and entrusts the implementation with the faculty members. • HoDs Level The heads of various departments ensure the smooth functioning of the academic activities of various disciplines and involve in various academic committees viz. IQAC, Anti-Raging Cell, Student Disciplinary Committees and Women Empowerment Committee. • Faculty Level Faculty members are given prime importance to represent in various academic activities and allowed to conduct various programs to exhibit their abilities and hidden talents. They are encouraged to develop leadership skills by being in-charge of various academic, co-curricular, and extra-curricular activities. • Students Level Students are empowered to play an active role as the coordinators of co-curricular , extra-curricular activities, Placement cell and social service groups like NSS, RRC, YRC etc., 2. Participative management Our institution promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by the rules and regulations of the management. Students and faculty are allowed to express their suggestions to equip the excellence in all aspects. • Strategic Level The Principal, HoDs and staff members are extensively involved in defining the policies, procedures, framing guidelines and rules regulations pertaining to

admission, placement, discipline, grievance, counselling, training development, and library services etc., and effective implementation of the same to ensure the smooth and systematic running of the institution. • Functional Level The faculty members participate in sharing the knowledge by updating and discussing on the emerging trends in technology during FDP. The faculty members to excel and share their knowledge submit the collaborative research proposals to the funding agencies / papers for publication. • Operational level The Governing Body gives suggestions and monitors the procurement, introduction of new programs and welfare activities and the Principal is responsible for academic, non-academic and administrative activities of the institution.

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
Library, ICT and Physical Infrastructure / Instrumentation	Library • The Library is equipped with sufficient quantity of Books • It has pleasant reading atmosphere with 120 seating capacity • Easy accessibility of materials through web OPAC and INFLIBNET • Library materials and services are automated with Commercial software called AUTOLIB • All the books and Non-book materials are bar-coded for effective use • Internet facility is provided to the users of the Library for accessing e-Journals and e-materials subscribed by the Institution. ICT • The College uses ICT tools for teaching and learning • Faculty members are given training in the use of basic ICT tools. Physical Infrastructure • Excellent learning infrastructure facilities are always available to urge the students for an effective learning and creative thinking • The lush green landscape about 25acres provokes the stakeholders to use the environment in a productive manner for spreading unique fragrance • Three academic blocks with adequate infrastructure to cater both the Curricular and Co- curricular activities of the students Human Resource Management • The Management entrust the power to the Principal for selecting the staff and constitutes a committee to fill the vacancy • Various committees and clubs have been formulated to streamline the system for the better outcome from various functional areas • Orientation and training programs are periodically organized and conducted for the new appointees • Need-based

		training/workshops are organized for faculty in order to enhance their abilities in the field of educational pedagogy Industry Interaction / Collaboration • Students are encouraged to visit industries and research institutions as part of their curriculum to carryout research projects • Trainers from various industries like IT and ITES, train our students on Employability skills in a periodical basis Admission of Students • Students are admitted to various programmes as per the guidelines given by TANSCHE and University • Rural and Economically weaker students are given preference in admission • To confirm their eligibility for admission, all original certificates have been submitted to the University for verification • Students are admitted for M.Phil and Ph.D on merit through the entrance test conducted by the department concerned
	Research and Development	• The College also has a vibrant, rapidly expanding student research culture, which is now being fully integrated into multi disciplinary research environment. • State / National / International Seminars, conferences and workshops are being organized every year by different departments to strengthen the research culture • More than 30 Faculty members with Ph.D are also guiding M.Phil/Ph.D research scholars. Some of our faculty members are at the verge of completing their Ph.D Degrees • Students and research scholars are encouraged to participate and present their papers in conferences and seminars frequently • Department of Biotechnology, has obtained Major Research Project funded by Government agencies like DST- Young Scientist Scheme, New Delhi, Government of India
	Examination and Evaluation	• Unit tests are being regularly conducted by the departments on every Monday and Saturday (8:30 A.M -10:20 A.M) in order to increase their competent level to face the University semester examination with learning mania • Model examinations are conducted before the commencement of University semester examinations. • Internal marks are awarded based on their overall performance in Unit tests

	and model examination along with their performance in Model practical, project review and pre viva-voce • As per the direction and guidelines of the University, the semester examinations (Theory, Practical and Project viva) are strictly being adhered • Fifty percentage of hall Superintendants are from neighboring colleges • Single evaluation system is adapted for UG, PG and M.Phil courses • Transparency, re-totaling and revaluation for UG,PG and M. Phil Programmes are available to meet any evaluation grievances
Teaching and Learning	• ICT enabled education • Experienced and dedicated faculty members • LCD Projectors • Learning is initiated through guided teaching and library assignments, group discussion, seminars, debates, quiz, role-plays, viva, Workshops and Industrial Visits etc • Regular feedback received from students to improve teaching and learning methods
Curriculum Development	• Our College is affiliated to Periyar University, Salem and we follow curriculum designed by the University • Senior most faculty members are active members of BOS of the University and are involved in the design and development of curriculum • The management encourages the faculty members to attend the Orientation programme, Refresher courses, Workshops training program conducted by various academic bodies on curriculum developments

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

E-governace area	Details
Planning and Development	• All Academic plans and developments were made through e-governance the Management is fully equipped with computer systems. All Internal and External Communications are made through e-mail and other technological mediums
Administration	• All administrative correspondence are made through e-mail channels • Staff attendance are maintained through Bio-Metric devices which are installed in all blocks • Pay roll system are fully maintained with dedicated computer software applications
Finance and Accounts	• Payroll is maintained and prepared through Bio-Metric associated computer

	system • Students Tuition Fees and other fees are collected and updated through a dedicated database system • Separate online portal for payment of University related fees
Student Admission and Support	• Admission notifications are published in College website every year • Student's scholarships are applied through online portals
Examination	• Online Exam application portal for University Examination • Online Internal Mark portal for Internal Assessments • Online External Practical Mark portal for External Assessments • Online University examination fee portal for the payment of semester exam fees • Downloads of University Examination hall tickets through online portal

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	NA	NA	NA	Nill

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Effective public speaking workshop for new staff members	NA	16/11/2017	16/11/2017	15	Nill
2018	Training on Work - Life Balance	NA	09/04/2018	09/04/2018	130	12
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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
NA	Nill	Nill	Nill	0

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
142	142	12	12

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Free transport facility within city limit • ESI / EPF Schemes/Pension scheme • Group Insurance • Casual Leave Benefits • Marriage leave • Canteen	• Free transport facility within city limit • ESI / EPF Schemes • Group Insurance • Casual Leave Benefits • Marriage leave • Canteen	• Medical Assistance • Community Scholarship benefits • Cash rewards for Students who secure University Ranks • Food court

6.4 – Financial Management and Resource Mobilization

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

• The Finance Committee prepares the annual budget and it is approved by the Chairperson • Proper procedure is followed by the purchase committee for the purchase of laboratory requirements • Income/expenditures accounts are properly maintained by the accounts section • The effective and efficient use of available financial resources is monitored through internal audit and external audit

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
NA	0	NA

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	IQAC
Administrative	No	Nill	Yes	MANAGEMENT

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

• The College does not have an established Parent – Teacher Association. However, the college systematically carrying out following exercises

meticulously • The College office, departments and the deputy wardens maintain a comprehensive parent database to contact them whenever required. • The tutors regularly contact with the parents and also invited them to discuss their ward's progress

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

NA

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

• Internal professional enhancement training programmes for faculty and non teaching staff • Training on change management/grooming/communication skills for first year students • Life Skill training, Pre placement training and Finishing School trainings for students • Achievers Day Celebration

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
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	Induction Programme for I year Students	08/06/2017	Nill	Nill	1387
2017	Orientation Programme - for I year Students	08/07/2018	Nill	Nill	1300
2017	Effective Public Speaking workshop for new staff members	16/11/2017	Nill	Nill	15
2018	Training on Work – Life Balance	09/04/2018	Nill	Nill	142
2018	Achievers Day Celebration	25/04/2018	Nill	Nill	634
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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
International day of the family	15/06/2017	Nill	145	95
World population day	11/07/2017	Nill	230	100
Human rights day	09/12/2017	Nill	180	110
Mother's day	02/04/2018	Nill	250	200

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
? Sewage treatment plant ? Solar water heater ? Rain water harvesting ? Check dam collection ? Solid waste management Observation of International day for the preservation of ozone layer, International Calamity Day, Sustainability day, Global recycling day with various awareness activities, invited lectures and competition to propagate the idea of consumption of non renewable resources judiciously among students and staff members

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nill
Ramp/Rails	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	2
Scribes for examination	Yes	Nill
Special skill development for differently abled students	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	Nill	23/09/2017	01	River awareness meet	To create awareness about water conservation. (Isha Yoga, M.G.R College,	600

| 2018 | Nill | 1 | 24/01/2018 | 01 | Voters day rally | To create awareness of citizen's responsibility. (Aaradhana trust, M.G.R College, Hosur) | 130 |
| 2018 | Nill | 1 | 02/03/2018 | 01 | Blood Donation camp | Shortage of Blood at Blood bank of Government Hospital, Hosur was addressed | 102 |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students Hand Book	05/06/2017	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Red Cross day	26/06/2017	Nil	130
International Yoga Day	05/07/2017	07/07/2017	500
Blood Donation Camp	05/09/2017	Nil	200
Swachh Bharath	17/10/2017	18/10/2017	300
World white cane day	14/10/2017	Nil	210
World AIDS day	01/01/2018	Nil	250
World heritage day	18/04/2018	Nil	150

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

? College bus transport ? Parking facilities ? Public transport ? Tree plantation ? Well-planned drainage system ? Rain water harvesting ? Plastic free campus ? Solar Water Heater in Hostels

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - I 1. Title of the Practice Promotion of Tutor-Ward-Parent Rapport **2. Goal** Thinking is an essential component of goal setting and working on the goal helps us attain success. The goal of "Promotion of Tutor-Ward-Parent rapport" is to bring out the hidden talents of the students and mould them to become an active and responsible citizen with the strong support of the tutor and the cooperation of the parents. **3. The Context** As the institution is located in an economically and socially backward area, its relationship with parents is of paramount importance to elevate the students to the global standards. It also emphasizes the importance of parent's responsibilities over the holistic development of their wards during their stay in the institution. Moreover, the tutor system is practiced in the institution to tap their inherent talents, to create a strong awareness of the opportunities available and to address the limitations of the students. It enables us to compete with other institutions in the region and helps the students to garner more job opportunities. **4. Practice** • The students and parents are educated on the importance of tutoring system followed in our college through the induction programme. • Every year, the orientation programme is conducted for the freshers so that they could get acclimatized to the new environment, to be well informed about their subject of study, to know how to get on with others, to strengthen their character and to improve knowledge. • A bridge course is conducted to assess the level of freshers and this information is conveyed to the respective Head of the Department, they in turn, instruct the tutors to take special care of the students based on the obtained information. • Declaration forms comprising personal details, contact address, contact phone numbers, etc. are collected from the students and tutors maintain separate file for each student to file the declaration form, photocopies of mark sheets, leave letter, unit test assessments, model exam and university examination marks. • Students personal and academic records are also computerized regularly. • Tutors monitor the academic progress made by the students of that particular class for which they are responsible. • Students learning disabilities such as communication inhibitions, psychological problems, personal problems and stress-related issues are identified and analyzed by the tutor, and corrective measures are taken by giving counseling and offering special coaching. • Academic evaluation of the students starts with the commencement of Unit Tests which are conducted during the first two periods on Monday and Saturday of every week, and it helps tutors to assess the level of knowledge of the students. • The progress of the students is intimated to their parents through the progress report entailing their percentage of attendance, discipline and performance in Unit Tests. • The progress report helps the tutor to categorize the students into slow and advanced learners. • Remedial classes and improvement tests are conducted to the slow learners so that they could cope with the syllabus demands. • Advanced learners are encouraged to guide slow learners and they are motivated to participate in various seminars, workshops and conferences organized by other institutions. • Advanced learners aspiring to become University Rank Holders are given special attention and guidance. • Prior to the university examinations, model examinations are conducted to enable the students to prepare and perform well in the university examinations. • A regular semester-wise parent – tutor meeting is conducted by all the departments to update the parents with their wards performance. **5. Evidence of success** The impact of the above best practice is quite evident from the following facts: • Student pass percentage has increased immensely with numerous gold medalists, rank holders and centum holders in various courses • At the time of parents-teacher meet, the college collects feedback from the parents to get to know about their expectations in terms of facilities, activities, teaching and learning methodologies, and records of feedback are maintained in the department as evidence. • Student personality traits and character are molded by the tutor and if a student is found to conduct himself / herself inappropriately in the campus or lack interest in studies, the

concerned parents are intimated about it and hence, students cannot hide either about their unethical practices or poor academic performance. • In most of the departments 100 percent results were produced in various subjects in the university examinations. • Due to a constructive and healthy relationship between the institution and parents, the students are mostly admitted for their higher studies in our institution itself. • Above all, the employability skills of students have improved drastically and the acquisition of these skills empower them to garner global placements in various corporate sectors, industries and other concerns. • For the last few years, the students of our college have been offered 1026 jobs through on-campus placement drives. 6. Problems encountered • Inadequate co-operation of parents from rural areas. • Improper delivery of the progress report to remote areas. • Communication gap between the tutor and parents as many parents speak neither English nor Tamil. 7. Resources Required • Web based access to students academic performance and other details for the perusal of parents must be created at the earliest. • Separate computer facility is required for tutors to update the student performance electronically and ensure minimal use of papers. BEST PRACTICE - II Training on Life Employability Skills 1. Title of the practice Training on Life Employability Skills 2. Goal To improve the life and employability skills of students 3. The context The Training and Placement Cell acts as an interface between the industries and students as most of them hail from Government schools in the rural areas. Training is given to develop and improve different skills. First year : Life Skills training Second year : Communication and Aptitude Training Third year : Interview Skills 4. Practice • The prime focus of the training is to update the students with the skills that are required to cater the needs in career development. • Life Skill Training programs are offered to the first year students to improve their confident, grooming and taking their academic forward. • Adequate level trainings are provided to students to face campus interviews by arranging training in Aptitude tests, Group Discussions, preparing for Technical and HR interviews through professional trainers and alumni. • Training and Placement Cell is providing an opportunity of Industrial Visit to discover and connect with various industries and companies across the world for better opportunities for students. • Activity based trainings and mock interviews were conducted to help the students to fetch knowledge with respect to the demands and expectation of the industries related to placement. • Training and Placement Cell is headed by two faculty members and both are certified Zonal Trainers from Junior Chamber International India. • Placement Cell is functioning with the 3-tier principle: Pre-Placement Training, Placement Drives and Post-Placement Training. Pre-Placement Training focuses the area of the following. First year : Life Skills training, Personality Development Training Second year : Communication Training, Essay Writing, Aptitude Training Third year : Interview Skills, Group Discussion, Face to Face Interview Practices, Mock Interviews • Training and Placement Cell is organizing campus interviews for Final year students with industries and reputed business houses from all over India • Post-Placement Training comprises the following activities – Finishing School ? Post-Placement Training for the students who are offered by companies ? Company's suggestions carried out during this training ? Training on Communication and Corporate Skills 5. Evidence of Success Training and Placement cell has given prominent and consistent results every year. The following are the evidences for the practice. • Placement Record for the current academic year Academic Year No. of Students Offered 2017 - 2018 832 (Including multiple Offers) • Minimum 20 companies visiting our campus every year for the recruitment process • Entering into a MoU with JCI Hosur Emerald for regular training practices • Training and Placement Cell of MGR College is leading as Top 3 Best Placement Cells in Periyar University, Salem • Alumni of MGR College who are working in a reputed companies are visiting every month and training the students towards industry needs • Awarded as "Most Valuable Partner" from Tata Consultancy Services 6.

Problems encountered and resources required • As many of the students are from rural areas, having communication gap and adequate training had given for them to improve their level of communication. • Less adoptability of the students to the new environment and reluctant to move out from Hosur • Lack of awareness among the students about the corporate and social needs 7. Resources Required • Web based Aptitude practice • Tools required to update their technical skills.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://mgrcollege.ac.in/IQAC/2017-2018/BP17-18.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Vision To elevate M.G.R College as a centre of excellence in the field of higher education by making it intellectually stimulating and academically rewarding with sustainable core competence in all its activities. Mission The vision of the college is attained by committing to excellence in arts and science education and research and development with a perpetual interaction with industries and inculcating holistic concern for values, environment and society Student's Empowerment Our college strongly believes that empowering students, the most important stakeholders of the institution, is the key to elevate M.G.R College as a centre of excellence in the field of higher education. Hence, the college devotes its various resources to empower students in different domains as most of the students hail from the rural background. To achieve the vision of the institution, a perpetual interaction with industries and inculcating holistic concern for values, environment and society are fulfilled through student's empowerment Empowerment through Teaching and Learning Empowerment through Research Development Empowerment through Training and Placement Cell Empowerment through Extension Activities Empowerment through ethical values and Integrity

Provide the weblink of the institution
http://mgrcollege.ac.in/IQAC/2017-2018/InstDist-2017-2018.pdf

8.Future Plans of Actions for Next Academic Year

• To conduct more number of funded seminars and workshops of National importance in the campus • To implement Industry – Academia Lecture series • To initiate faculty members to publish more papers in peer reviewed journals • To encourage the faculty members to qualify in NET / SET • To conduct more placement training programmes • Increasing the number of environment friendly initiatives • To concentrate on student grievances • To conduct funded extension programme • To conduct a technical programme on creativity