



# **YEARLY STATUS REPORT - 2022-2023**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**MANNAR THIRUMALAI NAICKER COLLEGE**

- Name of the Head of the institution **Dr .A.Ramasubbiah**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
  
- Phone No. of the Principal **04522370940**
- Alternate phone No. **04522371751**
- Mobile No. (Principal) **7540032400**
- Registered e-mail ID (Principal) **princemtnc@yahoo.co.in**
- Address **Pasumalai**
- City/Town **Madurai**
- State/UT **Tamilnadu**
- Pin Code **625004**

#### **2.Institutional status**

- Autonomous Status (Provide the date of conferment of Autonomy) **22/06/2015**
- Type of Institution **Co-education**
  
- Location **Semi-Urban**

- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr.D.Vimala**
- Phone No. **04522370940**
- Mobile No: **95977 92936**
- IQAC e-mail ID **mtniqac@mannarcollege.ac.in**

**3.Website address (Web link of the AQAR (Previous Academic Year)**

[https://www.mannarcollege.ac.in/uploaded\\_files/21.03.2023\\_Submission\\_File-AQAR-21-22.pdf](https://www.mannarcollege.ac.in/uploaded_files/21.03.2023_Submission_File-AQAR-21-22.pdf)

**4.Was the Academic Calendar prepared for that year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[https://www.mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=ca\\_aig&ItemID=cq](https://www.mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=ca_aig&ItemID=cq)

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>75.75</b>	<b>2006</b>	<b>21/05/2006</b>	<b>20/05/2011</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.04</b>	<b>2013</b>	<b>05/06/2013</b>	<b>31/12/2022</b>

**6.Date of Establishment of IQAC**

**08/10/2010**

**7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?**

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8.Provide details regarding the composition of the IQAC:**

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

**9.No. of IQAC meetings held during the year**      **8**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?      **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10.Did IQAC receive funding from any funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

A proposal is submitted to the parent university to start an undergraduate programme in B.Sc Computer Science(Artificial Inteligence) and approval received to launch the programme from the academic year 2023-2024

Proposed to follow TANSCHÉ Curriculum with 25 % change in the syllabus and the same is followed in the academic Year 2023-2024.

Recommended the management to opt for complete online admission from the academic year 2023-2024

Decided to collaborate with ICT Academy to provide online certificate courses to the students under Learnathon, Skillathon

Proposed the management to install Bio gas plant and to lay paver blocks in the pathways

**12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:**

Plan of Action	Achievements/Outcomes
To implement Online Exams	Implemented online examinations for the courses like Skill and NME
To install biogas plant	A Biogas plant was installed in the Hostel
Changing admission process from manual to online.	A complete online admission is implemented
To Lay paver blocks in the pathways	Paver blocks laid in the pathways

**13. Was the AQAR placed before the statutory body?** Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
College Council	17/04/2024

**14. Was the institutional data submitted to AISHE ?** Yes

- Year

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	MANNAR THIRUMALAI NAICKER COLLEGE
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• Designation	Principal
• Does the institution function from its own campus?	Yes
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<b>15. Multidisciplinary / interdisciplinary</b>					
<p>Mannar Thirumalai Naicker College (Autonomous), Pasumalai, Madurai- 625004, Tamil Nadu is a multidisciplinary Institution experimenting with interdisciplinary programmes within the scope of Autonomy bearing in mind the local, national, regional and global development needs. At the UG and PG level, the Institution offers core courses, Non-Major Elective Courses, Add-on Courses, Value Added Courses, Environmental Science and Vocational Courses on Fashion Technology and Apparel Design; Food Processing and Quality Management; Retail Management and Beauty Wellness. Other Courses offered are Gandhian Thought, Functional Hindi and Certificate Course in Library and Information Science. The Departments of Tamil, English, Mathematics, Physics and Commerce have been elevated as Research Centres. 39 approved Research Supervisors guide 64 research scholars in core and interdisciplinary areas. The Department of Physics offers interdisciplinary courses such as Gemology, Nanophysics, Digital Electronics, Nanotechnology and Astrophysics at the undergraduate level. The Department of Microbiology at the undergraduate level. Online and offline national/ international interdisciplinary Conferences have been conducted.</p>					
<b>16. Academic bank of credits (ABC):</b>					
As a first step towards implementing ABC, the College has					



registered on the National Academic Depository (NAD). Already students study SWAYAM, NPTEL and MOOC courses leading to credits. The Institution is taking steps for signing an MoU with Brod Mind Solution for study abroad programmes. The Office of the Controller of Examinations is IT integrated. It has the facility for credit transfers from within the Institution/ across Institutions in India or abroad to carry over credits even in cases of multiple exists and entries of students so as to avoid drop outs as envisaged in NEP.

### **17.Skill development:**

The college offers Skill Courses in every discipline. Functional MoUs with Organizations and Institutions provide students practical Knowledge and Industrial exposure. The Department of English offers English for Career Development for improving interview Skills , Group Discussion and Professional Ethics. The Placement Cell conducts invited lectures from industries and Coaching Centres. Department of B.Com. (CA) offers Digital Image Processing, Python Programming, Machine Learning, Computer Graphics, Cloud Computing and Information Security for imparting technical skill. Department of Information and Technology offers courses such as Computer Graphics, Android Programming and Artificial Intelligence. Department of Electronics and Communication offers Electronic Devices and Circuits. The Food and Dairy Department offers Dairy Farming and Rural Development. Typewriting, Aari work, Embroidery and Tailoring are also taught to strengthen vocational education and soft skill of students in alignment with National Skills Qualifications Framework (NSQF).

### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The College integrates Indian Knowledge system appropriately. All the B.A and B.Sc. students study Part I- Tamil. Functional Hindi is also offered. Bilingual method of teaching is also adopted whenever necessary. The curricula in UG and PG Tamil Traditional decorative lines in functions, Indian folk-art forms in intercollegiate meets promote the value of Indian citizenship. Students and the faculty members pursue SWAYAM, NPTEL and MOOC online courses and update their knowledge. The Centre for Historical Research makes Field Visits to Jaina monuments in and around Madurai. Dhanushkodi, a Paradise Lost is a prominent book published by the Centre. AIR Madurai (2023-08-11 11.02.21 A. M.) mp3 57 MB- MP3 has broadcast the lecture on Dhanushkodi in ruins. Efforts are on to establish the history of King Thirumalai

Naicker (in whose memory the College has been named) of the seventeenth century. Yoga is taught by a Trainer.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The Institution has implemented Outcome Based Education from the academic year 2021-2022 as per one of the Quality Mandates of UGC. The student centric Outcome Based Curriculum focuses on assessing students' performance through Course Outcomes (COs) and Programme Outcomes (POs). The COs and POs are assessed based on the knowledge and skills acquired by the students which in turn shapes them to become researchers, innovators and employees in the competitive job markets.

The syllabus is designed to attain Course Outcomes (COs) and Programme Specific Outcomes (PSOs) of the respective programmes. The Programme Educational Outcomes (PEOs) of the Institution and Programme Outcomes (POs) for Undergraduation and Postgraduation are framed for Arts and Science by Dean of Arts and Dean of Science respectively in line with the Vision and Mission of the College.

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#### **20.Distance education/online education:**

The Institution provides facilities for Online programmes. ERP through Master Soft is managed by Management Information System (MIS), 100 Mbps Wi-Fi and lane facilities. Through TEAMS platform online classes were effectively handled during COVID-19 Lockdown. Course contents are sent online through Google Classrooms, Online assignments, seminars and quizzes are being conducted along with

YouTube lectures. Facilities have been strengthened to conduct Conferences and Ph.D. Viva-Voce in hybrid mode.

The Institution is offering plurality of courses and a few interdisciplinary courses. With instructions from authorities concerned and the parent University, ABC could be adopted by the College. A large number of Skill Development Courses are being offered with scope for increasing the number in alignment with NSQF. The College integrates Indian Knowledge system to achieve holistic attainment of the students. OBE framework has been implemented. Partially, Online education is in practice. As such, the Institution is prepared for the implementation of NEP.

## Extended Profile

### 1. Programme

1.1	29
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2. Student

2.1	3598
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2	1099
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3	3308
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1	<b>1598</b>
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	<b>183</b>
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.3	<b>183</b>
Number of sanctioned posts for the year:	

### 4.Institution

4.1	<b>1665</b>
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	<b>104</b>
Total number of Classrooms and Seminar halls	

4.3	<b>534</b>
Total number of computers on campus for academic purposes	

4.4	<b>388.11922</b>
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## Part B

### CURRICULAR ASPECTS

## 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

In designing curricula, the college follows the guidelines set forth by the UGC and the Tamil Nadu State Council for Higher Education. The Program Outcomes (POs) have been drafted by the Deans of Arts and Science, while the Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) have been meticulously designed by the departments. After the conferment of Autonomy the curricula has met three regulations (2015-2018, 2018-2021 and 2021-2024). Outcome Based Education (OBE) was introduced in 2021-2024 regulation. The college follows CBCS pattern since 2008. Elective system was also introduced from 2018 regulation. A structured feedback is collected through online from the stakeholders and the valuable suggestions are incorporated in the curricula. The Curricula encompasses five Parts. Part-I and Part-II includes language courses of Tamil and English respectively. Part-III includes core and core electives. Part-IV includes two mandatory courses Environmental Studies and Value Education, Skill courses and Non Major Elective courses. Electives, skill-based, non-major electives, project work, field projects, field visits, and internships guarantee that the curriculum is relevant globally, nationally, regionally, and locally with wide scope for individual space for innovation and research in each department. The suggestions and modifications given by the experts are carried out and the refined syllabi is placed and passed in the Academic Council meeting for approval.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	Nil

## 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

25

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

876

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

155

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

27

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Our institution is dedicated to nurturing socially conscientious and responsible individuals by integrating strategic crosscutting issues into its curriculum framework.

**Professional Ethics:** The departments offer a comprehensive assortment of courses to instill ethical values and practices in students. From Industrial & Labour Laws to Corporate Etiquette, courses include a wide range of subjects vital for ethical policymaking in professional settings.

**Gender:** The institution fosters an ambience that promotes gender equality both on and off campus, by addressing gender-related issues. Departments offer courses such as Women's Studies, Gender Economics etc., which focus on the struggles faced by the 'doubly marginalised' women community and recognise their contributions towards the holistic development of the society.

**Human Values:** Value Education is offered as a common course for all the undergraduate students, and several courses offered by the Department of Social Work emphasize on instilling values such as benevolence, responsiveness, and social accountability.

**Environment & Sustainability:** In line with the issues of the anthropocene and the changing climactic factors, the institution offers courses that raise awareness on environmental issues aimed at promoting sustainable practices. Environmental Studies is a mandatory course for all undergraduates.

By integrating these crosscutting issues into the curriculum, the institution empowers students to become vigilant, morally responsible and socially upright citizens of the country.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

49

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

5722

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1278

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is

A. All 4 of the above



**obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=caass&amp;ItemID=caama">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=caass&amp;ItemID=caama</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - The feedback system of the Institution comprises the following**

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=caass&amp;ItemID=caama">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=caass&amp;ItemID=caama</a>
Any additional information	<a href="#">View File</a>

## **TEACHING-LEARNING AND EVALUATION**

### **2.1 - Student Enrollment and Profile**

#### **2.1.1 - Enrolment of Students**

##### **2.1.1.1 - Number of students admitted (year-wise) during the year**

**1443**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### **2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)**

**1443**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

### Special Programmes for Slow Learners:

- Supplying simplified study materials
- Discussion on select topics and simplified sub units
- Providing question banks
- Peer Teaching Sessions to learn from fellow students
- Remedial Programmes for slow-learners after the working hours
- Special coaching for slow learning sportsmen for clearing their exams.

### Special Programmes for Fast Learners:

1. NPTEL Self Learning courses
2. ICT Academy Courses: Learnathon, Skillathon, Robotics and Cyber Security
3. IIT Spoken Tutorial Courses

A Functional MoU in operation since 2018 with IIT Bombay for PHP computer related courses. 5000 students have been benefitted.

- Encouragement to students to appear for SET/NET and TNPSC exams by the Commerce, English, Tamil and Mathematics Departments.
- Monthly Book Review meetings by Readers' Club of Tamil Department.
- Cash incentives by the Humour Club of Tamil Department and Selection of Artists and performers for T.V Comedy Show - Asatha Povathu Yaaru (Excellent Performer).
- Student representations on Boards of Studies meetings to support in curriculum designing.
- Encouragement to function as Rotarian Office Bearers
- Pairing advanced learners with slow learners in planning and conducting events.
- Encouragement to do Student Projects funded by the TNSCST

and the Management. 103 Students have completed at the cost of Rs.3, 90,000 in the assessment years.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mannarcollege.com/mtncnaac/2022-23/Criterion-II/2.2.1/2.2.1%20Slow%20&amp;%20Advance.pdf">http://mannarcollege.com/mtncnaac/2022-23/Criterion-II/2.2.1/2.2.1%20Slow%20&amp;%20Advance.pdf</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/04/2023	3598	183

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

#### Experiential Learning:

All undergraduate and postgraduate students do Projects and Internships. The Students of Food and Dairy receive In-Plant Training in Bakery and Confectionary Units and involve themselves in bakery operations under 'Earning while Learning' programme. They manufacture vegetable and egg puffs, fruit buns, coconut cakes, chips and Dounuts. The items are sold in the College Canteen and revenue generated.

Students of the Department of Social Work create awareness on social issues through street-plays, Role-plays, Mimes and Flash Mob. The Commerce Department offers free Typewriting courses. Students appear for Lower and Higher level certificate exams. Students visit industries, partake in study tours and expand their horizon of learning.

#### Participative Learning:

Departments promote participative learning by involving students actively in classrooms discussions, lab work, Quiz Programmes, Poster Presentations and Group Discussions. B.Com (CA) students conduct Trade Fair every year and learn production, management and marketing strategies through team exercises. Students of Tamil Department organize Traditional Food Festivals and Exhibitions in Handcrafts, Jewel Making, Aari Work and Apparel Designing.

**Problem Solving:**

Students identify problems and solve them individually and in groups. B.B.A Department has introduced Case Study as a course component to make students self-reliant and ready for lifelong learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	Nil

**2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning**

**ICT - enabled Tools including Online Resources:**

The College has provided ICT-enabled tools for effective teaching and learning. Online Platforms used are Google Meet, Zoom, Microsoft Teams and GoToMeeting. Providing accessibility through online medium education and improving the quality of teaching, especially in remote areas Mannar Thirumalai Naicker College become conscious of using such resources for effective teaching and procures the original version of the Microsoft Teams for teachers and each teacher has individual ID's. With the inclusion of ICT in educating students to get more engaged and show greater participation in learning.

**Other ICT Provisions:**

- 89 classrooms with projectors and internet connectivity.
- Slideshows, Video illustrations, online lectures, Virtual dissection tools and ePathsala
- SWAYAM PRABHA telecasts
- DELNET and INFLIBNET facilities

- Wi-fi with 100 Mbps.
- Periodical training in ICT- enabled teaching
- Digital culture like PPTs, Video Clippings, Online Quizzes, Assignments and tests.
- Online examinations and Evaluations for Value Education, Environmental Studies, Non Major Elective and Skill Courses
- Online Digital Repository of E-Journals/Theses/Books like ShodhSindhu and Shodhganga
- NVDA Software for Visually Challenged
- 534 Computers with latest configurations for academic purposes.
- Original Microsoft Teams Software
- Unique IDs for Teachers

ICT tools were very useful for online teaching during COVID lockdown period.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://mannarcollege.ac.in/UserPanel/Media-Centre.aspx">https://mannarcollege.ac.in/UserPanel/Media-Centre.aspx</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

183

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

#### Preparation and Adherence of Academic Calendar:

The institution prepares the academic calendar every year in advance. Academic calendar provides the total effective working days available in a given semester. Then the HoD's and senior

colleagues prepare the time table by correlating the working days available and coverage of curriculum of the subjects. Thus the academic calendar monitors the effective delivery of the program with academic ideas.

**Important Details:**

- College Timings & Day Order
- Orientation to Freshers
- Internal Assessment Tests
- Commencement of Summative Examinations
- Peer Learning Programme
- Seminars/ Conferences/ Guest Lectures
- Film Shows, Field Visits, Industrial Visits and Intercollegiate Meets and Educational Tours
- Extension Activities in Adopted Villages
- Parent - Teacher Meetings

**Preparation and Adherence of Teaching Plan:**

Teaching Plans for various Programmes are prepared by the respective Departments adhering to the framework of the college academic calendar. Number of teaching hours allotted for demonstration, model practical examination, CIA tests, unit tests and other academic activities for the core and elective papers are marked in the Subject Allocation. The HODs check the progress of each course and ensures timely and effective completion of course in the specified time frame with perfect blend of practical and theoretical inputs.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality**

**2.4.1 - Number of full-time teachers against sanctioned posts during the year**

**183**

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### **2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year**

**107**

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### **2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)**

**458**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### **2.5 - Evaluation Process and Reforms**

#### **2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

**6**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

103

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

#### IT Tools:

- High end Servers, Rovam and Mastersoft Software for data handling
- One OMR Reader
- BSNL 30 Mbps speed increased to 100 Mbps
- Sonic Firewall for network security
- Optic Fiber cabled intra-net connectivity

#### DATA HANDLING MODULES

##### 1. PRE-EXAMINATION MODULE

#### Functions:

- Mapping Core, Elective Courses, and Non-Major Electives
- Internal mark entering
- Hall ticket generation
- Exam timetable preparation

#### IT ADMINISTRATION



## ACCOUNTS MODULE

Accounts Module maintains financial related matters such as remuneration, fee collection, fee submission to University, all payments, Income and Expenditure Statements and Balance Sheets.

## MASTER MODULE

The software defines Course, nature of the course, Department, faculty, academic year, financial year, batch and regulation to conduct the exams successfully.

## EXAMINATION PROCEDURE:

Examinations are conducted on three modes - Written, Optical Mark Recognition (OMR), Computer Based Examinations.

## MASTERSOFT-ERP Software for Computer Based Examinations

Computer - based exams are conducted at 6 Computer Labs with 336 latest versions of computers. Every student gets randomly shuffled questions with shuffled options for answering. All the internal examiners have a login ID to enter C/A marks.

## ADDMEN OMR Reader - OMR Based Examinations

OMR based exams are conducted for some courses. ADDMEN OMR Reader Software enabled evaluation process gives quick and error free evaluation reports.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

A student-centred teaching and learning approach called Outcome-Based Education (OBE) plans course delivery and assessment to accomplish predetermined goals and results. The College enjoys autonomous status from 2015. Choice Based Credit System was introduced in 2018 for all the Programmes.

The Programme Educational Objectives (PEOs) of a programme are the statements that describe the expected achievements of graduates .

The Programme Outcomes (POs) are narrower statements that describe what students are expected to be able to do by the time of graduation. POs are expected to be aligned closely with Graduate Attributes.

The Course Outcomes (CO) are statements that describe significant and essential learning that learners have achieved and can reliably demonstrate at the end of a course. These outcomes are typically defined by the faculty or Department offering the course and are aligned with the overall goals of the programme.

The Programme Specific Outcomes (PSO) are what the students should be able to do at the time of graduation with reference to a specific discipline. The course outcomes are mapped with programme outcomes in the arts and science programmes.

The PEOs, POs, PSOs and Course Outcomes (COs) for each course are displayed in the College Website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	Nil

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The following methods are used to evaluate the attainment of COs, POs and PEOs

##### Direct Method:

Direct Method of Assessment is based on performance of the students in the Continuous Internal Assessment (CIA) Tests, Summative Examinations and supporting activities such as Seminar, Assignment, and so on.

##### Indirect Method:

Indirect Method of Assessment is based on periodical feedback

obtained from the outgoing students at the end of each Course. Weightage of Direct and Indirect Assessment in computation of attainment in the course is 70% and 30% respectively.

#### Calculation for Direct Assessment of CO Attainment:

##### a) Rubrics:

###### Theory Courses

- Internal Assessment contributes 60%
- Summative Examinations Assessment 40%

###### Practical Courses

Internal Assessment 70%

Summative Examinations Assessment 30%

##### b) Setting of Target:

- 50% of the maximum mark for Internal Assessment tools
- The average mark of the class for Summative Examination Assessment.

#### Indirect Assessment of CO Attainment

The Course Outcome feedback is conducted at the end of every semester and the analysis of the Feedback Questionnaire is done on the following levels from A to E.

#### Attainment of PEO

PEOs are assessed after 3 to 4 years of graduation. Attainment is measured based on the Feedback from the Stakeholders

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by

## Institution

997

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://mannarcollege.com/mtncnaac/2022-23/Criterion-II/2.6.3/4.COE%20Annual%20Report%20for%20the%20Academic%20Year%202022-2023.pdf">http://mannarcollege.com/mtncnaac/2022-23/Criterion-II/2.6.3/4.COE%20Annual%20Report%20for%20the%20Academic%20Year%202022-2023.pdf</a>

### 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink**

<https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacae&ItemID=caama>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The College has been striving to achieve its objective stated in its Policy to create research culture and vibrancy to benefit humanity. Research facilities have been added frequently. Excellent infrastructure augmentation in the Institution has contributed to qualitative research output.

#### I. Research Promotion:

1. Commerce, English, Mathematics, Tamil and Physics Departments with Research Center Status.
2. 146 Faculty Members with Ph.D. qualifications.
3. 38 Research Supervisors.
4. 64 scholars pursuing research.
5. 8 scholars cleared NET/SET, a scholar qualified for JRF
6. 7 Programmes have been conducted on Intellectual Property

Rights.Two Faculty Members received Patent Rights.

## II. IT- Integrated College Library:

Out of 61,370 books in the Library 21,464 are new additions. The Library subscribes for 23 Indian Journals, 18 International Journals and 30 Magazines. 1 Net Café with 11 systems is available. INFLIBNET, N- List and DELNET provide the scholars' access to Online Resources.

DST, New Delhi has approved 3 Entrepreneurship Projects. Projects are made mandatory for all Undergraduate and Postgraduate students. TNSCST, Chennai has sanctioned 2 Student Projects for Rs.15, 000/.Conferences and Seminars have been conducted at a cost of Rs15, 41,445 from Autonomy Management Fund. Thus, the College fosters research through funds received from various Agencies and the Management.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=caaki&amp;ItemID=ea">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=caaki&amp;ItemID=ea</a>
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

4.100

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

19

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

14

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.2.2 - Number of teachers having research projects during the year

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://mannarcollege.com/mtnznaac/2022-23/Criterion-III/3.2.2/3.2.2%20List%20of%20Faculty%20received.pdf">http://mannarcollege.com/mtnznaac/2022-23/Criterion-III/3.2.2/3.2.2%20List%20of%20Faculty%20received.pdf</a>
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

47

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

3

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="http://mannarcollege.com/mtnznaac/2022-23/Criterion-III/3.2.4/3.2.4%20Funding%20Agencies%20weblink.pdf">http://mannarcollege.com/mtnznaac/2022-23/Criterion-III/3.2.4/3.2.4%20Funding%20Agencies%20weblink.pdf</a>
Any additional information	<a href="#">View File</a>

## 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

As an initiative of Innovative ecosystem, our institution has conducted the following activities:

**Skill Development Activities:**

1. NATIONAL MATHEMATICS & SCIENCE DAY CELEBRATION -WORLD GUINNESS RECORD was celebrated from 21-12-2022 to 22-12-2022. 1729 students have participated.
2. HANDS ON TRAINING-ANDROID ALPICATION DEVELOPMENT was organized on 16.8.2022. 154 participants have taken part.
3. INDUSTRY INSTITUTE INTERACTION PROGRAMME was organized on 10.8.2022. 67 students got benefited.
4. HANDS ON TRAINING ON VALUE ADDITION OF FRUITS AND VEGETABLES was conducted on 28.9.2022 to 30.9.2022. 170 participants including students and staff members got benefited.

**Intellectual Property Rights Programs:**

1. CURRENT TRENDS IN APPLIED MATHEMATICS & IPR - 2022 (CTAM & IPR -2022) was organized on 7.10.2022. 237 participants have participated.
2. INTELLECTUAL PROPERTY RIGHTS FOR START-UPS was organized on 30.7.2022. 170 participants have participated.
3. FUNDAMENTALS OF IPR AND ITS REGISTRATION PROCESS was organized on 26.12.2022. 169 students have participated.

**Entrepreneurship Development Programs:**

1. ENTREPRENEURIAL LEADERSHIP DEVELOPMENT PROGRAM was conducted on 9.3.2023. 170 participants have participated.
2. AN AWARENESS PROGRAMME ON TAMIL NADU STUDENT INNOVATOR 2022 PROGRAMME was conducted on 25.1.2023. 84 students got benefited.
3. AN AWARENESS PROGRAM ON SOCIAL ENTREPRENEURSHIP & INNOVATION was conducted on 3.3.2023. 55 students got benefited.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year**

24



File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**

**3.4.2.1 - Number of PhD students registered during the year**

23

File Description	Documents
URL to the research page on HEI website	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacam&amp;ItemID=ea">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacam&amp;ItemID=ea</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website**

**during the year**

278

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year**

115

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mannarcollege.com/mtncnaac/2022-23/Criterion-III/3.4.4/3.4.4.pdf">http://mannarcollege.com/mtncnaac/2022-23/Criterion-III/3.4.4/3.4.4.pdf</a>

**3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed****3.4.5.1 - Total number of Citations in Scopus during the year**

87

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

**3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University****3.4.6.1 - h-index of Scopus during the year**

41

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

**3.24724**

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

**194655**

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The College has been in the forefront in rendering impactful community services in adopted and neighbouring villages through NCC Wing, 7 NSS Units and Clubs such as Rotaract, Eco, Red Ribbon, Youth Red Cross, Human Rights and Consumer & Productivity Council.

#### I Free Medical Camps

Eye Camp in association with Aravind Eye Hospital (Madurai), Blood Donation Camps (909 units), ), One Day Special Medical Camp in adopted village (Achampatti) with Vikram Multi-Speciality Hospital.

#### II Special Camps

Seven Day Special Camp at Seven Adopted Villages related to Tree Plantation, Social Issues (Child Marriage, Alcohol, Drug Addiction, Malnutrition and School Dropouts) and General Awareness (Road Safety through Street Play)

#### III Awareness Programmes

Programmes relating to:

1. Medicine (Dengue, Acupuncture, Blood Cancer, Diphtheria, Disaster Management and First Aid , Yoga, Iron Tablet Distribution and Anti- Drug Abuse)
2. Hygiene ( Vaigai River Cleaning, Pollution Control, Plastic Waste Management, Ban on Single Use Plastic)
3. Road Safety (Helmet Use, Road Safety Sign Boards, Stickers on Head Lights and Thirupparankundram Temple Public Safety Duty)
4. Constitutional Obligations ( Voter id Campaign National Voters Day Pledge)
5. Support for the Aged, the Challenged and the Needy

Engagement in extension activities has sensitized students and the villagers on societal issues.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

9

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

79

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3699

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 3.7 - Collaboration

### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

122

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

32

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

Infrastructure is the backbone for the Institution. The College has augmented magnificent learning resources and infrastructure facilities to facilitate teaching and learning

**Teaching and Learning**

- Eco-friendly green campus with 31.83 acres
- Building architecture replicating historical Thirumalai Naicker Mahal, Madurai
- Built-in area of 2, 86,552.25 sq. ft.

**Classrooms**

- 104 well-ventilated and spacious ICT enabled classrooms with 100 LCD Projectors

**Laboratories**

- 19 Laboratories for practical learning and research including Computer Labs, Audio-Visual Lab, Hardware Lab, Faculty Lab and Language Lab with 3 best servers for data domain and file security.
- Language Lab with 83 systems with E Class SW software, Version V2.0
- 

#### Library

- Grand and aesthetically appealing building(12521 sq.ft)
- Reading Hall with 120 seating capacity
- Separate sections for Journals, Magazines, Back Volumes and Theses
- Netcafé at free of cost
- Property Counter
- 205 Book racks
- 22 bureaus for reference books
- Librarian Chamber with ICT facilities

#### Seminar Halls

- 4 ICT enabled Halls to conduct Guest Lectures/ Association Meetings/ Seminars/ Workshops/Conferences/Cultural Programmes

#### ICT Facilities

- MIS for data security and Cloud storage
- 36 Wi-Fi points with 100 Mbps speed(BSNL) and JIO as standby
- Wi-Fi access to six Computer labs with open access
- A Data Server, 27 LAN connections
- Mastersoft Cloud Software for automation

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

#### Facilities for Cultural and Sports

## Auditorium

- Well - furnished auditorium with seating capacity for 2000 people
- Audio Visual Aids for good acoustic effects
- Spacious stage for Cultural Performances / Intercollegiate Meet / College Annual day celebrations / Indoor game

## Yoga Centre

Venue for Yoga and Meditation: Auditorium and Hostel

## Facilities for Sports

The institution has 7.48 acres of playground measuring 18,000 sq.mts.

- 400m Standard Track
- Cricket and Football Grounds
- 3 Courts for Kho-Kho, 2 for Kabaddi, 2 for Volleyball and Cricket Nets.
- Indoor games for Badminton, Table Tennis, Boxing, Fencing, Karate, Silambam, Judo, Taekwondo, Chess and Carom.
- The average user rate of all sports facilities is 150 per working day including the public using the track for walking in the mornings and evenings

## Fitness Centre

The institution also has a fitness center with Multi Gym 6 stations - 1, Multi Gym 4 Stations - 1, Seated Calf Bench - 1, Multipurpose Bench - 1, Stretch Machine - 1, Dual Twister - 1, Sit up Bench - 1, Treadmill -1 and Elliptical Trainer - 1.

One of the best features provided to the students is that outstanding sports students are given special concession on their tuition fee and hostel fee.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil



### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

100

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

### 4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

102.20431

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The forty nine year old College Library is a storehouse of a variety of books, journals and e-resources supporting teaching, learning and research. It is automated using Integrated Library Management System

The Salient features of the Library:

- Holding of 61370 Books, 5612 Back Volumes, 952 CDs, Dissertations and Projects
- Rare Books
- Vast carpet area of 12521sq.ft with easy access to all the departments.
- NVDA Software for the Visually - Challenged

Integrated Library Management System (ILMS)

- Automated with Rovon Software from 2006 to 2021
- Nature of Automation: Partial
- Version: ILMS 6.0
- Introduced Mastersoft Software from 2022
- Plagiarism Check Software :Grammarly
- Reprography facilities
- Library Security System - CCTV surveillance

Fully automated with 7 desktop computers kept in different sections of the Library and connected to the main server to store and retrieve data regarding the resources, users and any other activities.

Some of the Major Components of the Software:

- Gate Entry Monitoring System (GEMS)
- Acquisition Module
- Circulation Management
- Online Public Access Catalogue (OPAC)
- Mobile Online Public Access Catalogue (MOPAC)
- Library Usage Statistics Module
- Non Visual Desktop Access

Software in two systems for the benefit of Visually Challenged to access Library resources - Braille Books, Audio Recordings and CDs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.2.2 - Institution has access to the following:  
e-journals e-ShodhSindhu Shodhganga  
Membership e-books Databases Remote  
access to e-resources**

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

4.38040

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

367

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

##### LCD PROJECTORS

Totally 89 LCD Projectors have been fitted in lecture rooms. In 22-23, 11 Projectors were bought for Rs.3,91,000.

##### Mastersoft Software

ERP Mastersoft Software at a cost of Rs. 4,29,131 has been

purchased and installed. This IT updation has contributed qualitatively in terms of online student admission, fee payment and profile data visibility for students on mobiles, class timetables, Broadcasts/Notification of posting messages. The students' profiles can be saved from Admission to Transfer Certificate issuance in Cloud. Faculty members maintain timetables and Internal Mark entries.

Online Examinations are conducted with shuffled Objective Type Questions. Malpractices are avoided as students have unique IDs and passwords. Microsoft Licensed Software purchased every year carries provision for Microsoft Team.

#### Internet Connections

Single Internet connection was increased from 36 Mbps to 100 Mbps (BSNL) and added 100Mbps from JIO network as alternative standby connection. 3 servers maintain Files, Data (Log, Analyzer Software) and Domain (all systems connected).The speed is 60 Mbps. Mac Address is used for security purposes. The Barcode System facilitates Library book lending and speeds up Library Stock Verification process. Faculty and Hardware Lab Set Up have cost Rs.1,99,570. Stock Room set-up has cost Rs.85,748.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3598	391

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

<b>4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing</b>	<b>A. All four of the above</b>
--	---------------------------------

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mannarcollege.ac.in/UserPanel/Media-Centre.aspx">https://mannarcollege.ac.in/UserPanel/Media-Centre.aspx</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

**4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)**

**235.84566**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The Institution has an established system to ensure effective maintenance and utilization of physical and academic support facilities. The Institutional Infrastructure are effectively used for academic purposes. All the sections in the College function as per the Standard Operation Procedures prepared by the respective sections.

## Maintenance of Physical Facilities

The services of Electricians, Plumbers and Computer Analysts are available round the clock in the campus. Electrician is responsible for uninterrupted power supply and maintenance of equipment like Generator Sets, Lighting and Power Distribution System, Solar Panels. The Supporting Staff Members maintain Water Pumping Plants, Sewage and Drainage.

## Classrooms, Furniture and Laboratories

Classrooms with furniture, teaching aids and laboratories are maintained by the respective Department staff.

## Library and Library Resources

The Library Staff members dust the books, shelves and the floor and keep the Library clean and tidy.

## ICT Facilities

Support Staff maintain Computers and Servers. The Annual Maintenance includes software installation, antivirus and upgradation Projectors, Computers, Printers, Photocopiers are serviced and reused. Campus Wi-Fi is maintained by MIS Cell.

## Laboratory Equipment

The College Office renews AMCS on Air Conditioners, Fire Extinguishers, Lifts, Smart Boards, Projectors, Computers Servers, Solar Panels, Generators and other lab equipment.

## Sports and Games Facility

Ground, Courts, Sports Equipment and Fitness Equipment are supervised and maintained by the Physical Director, Assistant Director Ground Staff and Students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2077

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

373

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

**A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

584

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>



<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of outgoing students who got placement during the year</b>	
193	
<b>File Description</b>	<b>Documents</b>
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
<b>5.2.2 - Number of outgoing students progressing to higher education</b>	
228	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year</b>	
<b>5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year</b>	
51	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.3 - Student Participation and Activities</b>	
<b>5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year</b>	
94	

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The College envisions to make its students become leaders in their chosen fields. Hence, it provides them scope and training for academic and administrative exposure through a variety of programmes.

#### Class Representatives:

Class representatives are nominated with general consensus for all classes.

#### Roles:

- Act as a bridge between the students and the Departments concerned
- Represent the classes in meetings organised inside the College campus.

#### Representations on Academic Bodies:

Every Department through its Clubs /Associations nominates students as Secretary, Joint Secretary and Treasurer. They organise meetings and events both on and off the campus. Students are represented on academic bodies like the Internal Quality Assurance Cell and the Boards of Studies. They become an integral part of the administrative bodies such as Anti-Ragging, Internal Complaints, Sexual Harassment, Hostel Committees and Grievance Cell.

#### Representations on Extension Activities:

Student Convenors/ Representatives/ Volunteers conduct Trade Fairs, Exhibitions, Blood Donation, Vaccination and Eye Camps. . NSS Volunteers undertake Community Need/Survey for selection of location of service. NCC activities are conducted by cadets with ranks: Senior Under Officer, Cadet Under Officer, Company Quarter Master Sergeant ,Company Sergeant Major, Sergeants, Corporals and Lance Corporals. Student Rotarians are sworn in as President , Vice-

President ,Secretar,Joint Secretary , Treasurer and Board Members in Installation Ceremonies and they conduct programmes for social development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mannarcollege.com/mtncnaac/2022-23/Criterion-V/5.3.2/5.3.2%20Content%20Page.pdf">http://mannarcollege.com/mtncnaac/2022-23/Criterion-V/5.3.2/5.3.2%20Content%20Page.pdf</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

67

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

. The Alumni Association of the College is a registered body in the name 'Mannar Alumni Association' (Sl.No.156/2018) under the Tamil Nadu Societies Registration Act 1975.

#### Intellectual Contributions:

The Alumni are represented on the Boards of Studies. They actively participate in BOS meetings and give valid suggestions for incorporation in syllabi revisions, updations and quality improvements. The contributions of the Alumni have improved the relevance of the syllabi to social needs. Feedback on the syllabi is also obtained from the Alumni every year.

#### Financial Contributions:

The Alumni support the College by contributing financially to

develop the infrastructure, Library resources and to pay tuition fee for the poor students. They involve themselves in fund raising efforts for the College.

- S. Muralidharan instituted an endowment with the initial amount Rs.1,00,000/. The bank interest is used to give prizes to toppers in B.A English every year.
- N.Rajeshkumar, S.Prakash, Marimuthu, Deepak and Revathi of sponsored for the education of eight meritorious students belonging to different disciplines by donating Rs.1,02,500

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

**5.4.2 - Alumni's financial contribution during the year**

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The college has a full grown management system which contributes to the future plans and development of the institution keeping its vision and mission in mind. The aim of the institution is to give life to its vision and its motto acts as the guiding force to attain its mission.

The Governing body is the major decision making body with 24 members including the President, Vice- President, Secretary, Treasurer, Joint Secretary, Principal and three other faculty members. They meet periodically to decide upon things such as strategies, policies, progression and future plans.

The college council takes measures to upgrade a state of art

learning process. Implementation of healthy practices, innovative ideas are decided in the college council meetings. Often, the college secretary is a special invitee in the college council and this shows the deep bonding between the management and the council.

**Participation of the teachers:**

To foster the participation of the collective governance, teachers are given important roles such as IQAC Coordinator, Controller of Examination, Deans, etc so that they are very closely associated with the management to execute the works passed down.

General staff meetings are conducted to listen up the opinions and feedbacks of the teachers both in academic and non- academic matters. Due to this approach, Members of the institution have developed a sense of attachment and hence the feeling of togetherness raises the institution to the next level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

**6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management**

**Decentralization and Participatory Management**

**The Governing Body:**

It is the apex body reviewing institutional policies, decisions, budget allocations and implementation of development schemes.

**The Academic Council:**

It is constituted as per UGC norms and responsible for the academic growth and development.

**Boards of Studies:**

The Faculty Members under the Heads of the Departments design and update syllabi relevant to social needs.

**Finance Committee:**

It accepts proposals from various Departments, scrutinizes and forwards to the Governing Body for approval.

**Other Prominent Committees:**

Planning Board, Planning and Evaluation Board, Awards, Grievance and Redressal, Examination and Disciplinary Committees

**Perspective Plans:**

The Institution has evolved Short Term and Long Term Perspective Plans from 2018 to 2023 and 2023 to 2028 respectively. The College has had successful academic journey and is ready to celebrate its Golden Jubilee in 2024.

**Collective Governance:**

Teachers perform roles as IQAC Coordinator, COE, Deans and Heads of Departments and Conveners of various Committees and assist the Principal in smooth functioning of the College. Opinions and feedback from the stakeholders facilitate the improvement in the performance of the Institution.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacie&amp;ItemID=caaog">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacie&amp;ItemID=caaog</a>

**6.2 - Strategy Development and Deployment**

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Management Information system has clearly been recording all the necessary details of the institution. Through Management system, the institution manages information about the students, teaching and non-teaching staff members. Some of the important responsibilities handled by MIS are as follows: Online admission process in the beginning of the Academic year, Fees collection,

Identity card printing, attendance maintenance for both students and staff, system and hardware maintenance throughout the institution, Software updates as required by the current scenario and all academic details such as marks and non-academic details such as contact information.

MIS also created Ids for the staff members in the campus using the Microsoft teams to handle online classes during the pandemic situation. In the year 2021-2022 MIS started online attendance through which the staff can mark the attendance using their mobile phone and this made the attendance a proper record by saving man power and money. A further more great initiative process taken by the MIS is the Cost Deduction Project under which various activities such as selling systems in the buyback offer instead of throwing them to the junk saved a lot of money to the management.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacie&amp;ItemID=caaog">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacie&amp;ItemID=caaog</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

**Administrative Setup:**

The Governing Body reviews the policies and strategies for adoption and implementation. The budget allocation is made for every financial year.

**The Academic Council:**

This body constituted with the Principal, Senior Faculty Members, External Experts and the University Nominee strives for academic enrichment and advancement of the Institution.

**Boards of Studies:**

The BOS with the Heads of the Departments concerned, Department

Faculty Members, Subject Experts, Student Nominees and Alumni prepare curricula relevant to social needs and update / revise them.

#### Administration of the College

The Administrative responsibilities are shouldered in hierarchical order by the Principal, Heads of Departments, IQAC Coordinator, Controller of Examinations, Deans, Conveners of Committees / Cells and Clubs, Hostel Warden and Office Superintendent. The Self Financing Stream Director assisted by the Heads of Departments and Faculty Members assists the Principal.

#### Staff Recruitments and Service Rules:

##### Procedures:

Appointments to regular vacancies are governed under the Grant-in-Aid Code of the Government of Tamil Nadu / Madurai Kamaraj University, Madurai and the University Grants Commission. Post Approval, Appointment Procedures and Final Appointments are made as per the standing rules.

Recruitment of staff members for Self-Financed streams is made by the Management adhering to the qualification rules in force

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=i&amp;ItemID=e">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=i&amp;ItemID=e</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=i&amp;ItemID=e">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=i&amp;ItemID=e</a>

<b>6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
--	----------------------------



File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

#### EFFECTIVE WELFARE MEASURES

- Employees can avail Casual leave, Medical leave and Maternity leave
- Earned Leave: Encashment of earned leave at the end of every year for teaching staff.
- Employees Provident Fund (EPF) and other mandatory welfare programs are in place.
- Employees' State Insurance Corporations or ESI benefits for the unaided section.
- Group Insurance: Provision of Group Insurance Schemes for all the Employees and their families
- The self-financing stream's staff salaries periodically reviewed.
- Festival Advance to the unaided faculty and other staff members
- Salary Advance to the unaided faculty and other staff members
- Free hostel accommodation for faculties.
- Trained nurse appointed to address the health issues of the staff and students.

#### AVENUES FOR CAREER DEVELOPMENT/PROGRESSION

- Seed Money for faculty members to pursue research projects.
- Incentive: Special increment on award of Ph.D., NET/SET.
- Staff can claim salary increment for their additional administrative responsibilities
- Institutional Mail ID
- On Duty leave/ permission for staff members to attend various academic programs.

- Faculty can use Grammarly software for plagiarism finding in the college library.

#### Other Benefits

- Exclusive computer center setup for research activities
- Teaching staff members and non teaching members appreciated by the College management through special gifts for their long term services towards the college

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

117

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

#### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

Mannar Thirumalai Naicker College conducts two levels of regular audit for every year, viz, audit by the Joint Director of Collegiate Education, Madurai region and by the auditor Mr. R. Monikantan, Chartered Accountant, was designated by the College Management.

#### External Audit

External Audit is carried out through the Joint Director of Collegiate Education, Madurai Region, Madurai and Accountant Audit General, Chennai according to standard terms of Government audit rules. Files regarding all of the accounts, policies, regulations, financial matters relevant to various schemes that the college has availed, receipts and payments will be inspected and validated through the team. The audited report will be submitted and their directions are directly adhered to in the future.

#### Internal Audit

The Annual Internal Audit is executed by Mr. R. Monikantan, Chartered Accountant, who was designated by the College Management as the college auditor. The Auditor, conducts audits for each financial year, which runs from April 1 to March 31.

The Auditor ensures the financial statements such as the Income and Expenditure Account and the Balance Sheet are accurate and comply with the accounting standards. The Auditor additionally obtains enough and suitable audit evidence and confirms it to provide the audit report

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

18.66201

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The College has a well-defined policy on mobilization of funds. Funds are mobilized from the Philanthropists of the community and members of the management. Bye law of the Tamil Nadu Naidu Mahajana Sangam authorizes the Management to mobilize resources through Endowments/ Membership Fee from Naidu Community People above 18 years of age/ Non Naidu Community People subject to rules and conditions. The names of the donors are inscribed fittingly on the walls in respective blocks. In addition, the Institution also taps funds from Government / Non-government Agencies, Members of Parliament, NGO and the Alumni:

TNSCST for Training Government School Mathematics Teachers Rs. 1,00,000/-

- TNSCST Student Projects for Rs. 15,000/-
- TNSCST for conducting National Science Day and National Maths Day Rs. 4,00,000/-
- Directorate of Collegiate Education for Ph.D. Scholarship Rs. 60,000/-
- Indian Immunology Society for conducting seminar Rs. 10,000/-
-

### Non-Government Agencies:

- CSR fund for scholarships for students with single parents/children of Drivers for Rs. 8,50,000/-
- Funds from NGOs
- Endowments for Conducting Programmes on Commemorative Days-

### Utilization of Funds

Funds are utilized under the respective heads.

- Infrastructure Addition
- Building Construction
- Purchase of Books & Journals
- Seed Money Projects
- Faculty Induction Programmes
- Seminars/Conferences/ Workshops
- Guest Faculty Honoraria
- Scholarships and Freeships
- Sports Personnel

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

### POST ACCREDITATION QUALITY SUSTENANCE INITIATIVES

- Silent - Token System for free noon meals for 175 students on every working day
- 21,464 Books , 42 Projectors, A Computer lab, 2 Lifts , Beautician Lab , Bakery Unit newly added
- B.Sc. CS (AI) introduced
- 88 Certificate Course newly introduced
- Tamil and Physics Research Centres

- 45 MOU's, 182 Linkages, 77 Research Collaborations
- Instituted SWAYAM NPTEL Local Chapter
- Paver Block Roads , Solar Panels for KVA, Bio Gas Plant, Community Kitchen Canteen for boys, New Classrooms with ICT facilities
- 174 Surveillance Cameras, A new Seminar Hall, New Offices for Community College and IQAC
- Advanced PG Physics Laboratory
- Hardware and Software Labs
- Renovation: College Offices
- Conducted FDPs on Quality Mandate of UGC, Team Building, Intellectual Property Rights, Skill Development Programme, Innovations and Patents, and Setting up Incubation Centre
- National Level FDPs, Quality Webinars and Workshops during Covid- 19
- Seed money for Research Projects
- Certificate Courses in collaboration with ICT Academy
- Field Visits , Internships, Projects made mandatory in curricula
- Received Funds from UGC,DST and TNSCST
- Implemented Unnat Bhart Abhiyan Scheme
- Implemented OBE in 2021 with Programme Outcomes, Programme Specific Outcomes and Course Outcomes
- Vocational Education with 15 typewriting machines introduced

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Internal quality assurance cell strives for quality teaching learning process for the benefits of the student's community. It is given an understanding that the intake of the college is mostly from Tamil medium and first generation learners. So, it conducts student induction programme for seven days and orient the students on various subjects and bridges the gap between the school and college educations. Since it is an autonomous college, the curriculum is prepared catering to the needs of the society and valid inputs from the stakeholders are implemented with the approval of the academic council. Two continuous Assessment tests are conducted to assess the performance of students which is

discussed in the parent teachers meet where the mentor discusses the attendance, discipline and overall performance of the students. IQAC arranges for the result analysis meeting with the management and the principal where every individual subject is analyzed and the course teachers are asked for explanation incase the result is not up to the mark. The concerned teacher is asked to conduct remedial classes for the weak students. Besides, IQAC prepares online and offline feedback form and get overall performance of the teachers and collective analysis discussed with the principal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacci&amp;ItemID=cacqs">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacci&amp;ItemID=cacqs</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The students admitted to the Institution are mostly economically marginalized first generation learners from the Government Higher Secondary Schools in rural areas. They are educated on gender parity in Induction Programmes at the beginning of the academic years. Memoranda of Understanding have also been signed with Grace Trust and Transgender Resource Centre, Madurai for promoting Gender Equity. 6 Courses and 17 Units such as Gender Economics, Women Studies, Women's Writing in English, Women's Literature, Health and Hygiene, Family and Child Welfare inculcate gender parity. The Course on Value Education teaches mutual respect and co-existence.

Students are advised to observe dress code. The Grievance Boxes are placed at vantage points and opened every fortnight. 174 Surveillance Cameras provide safety for the students. The Discipline Committee oversees the overall discipline on the campus. Parent - Teacher Meeting is arranged twice a year with focus on student welfare.

Anti-Ragging Committee, Internal Complaints Committee, Grievance Redressal Cell, Sexual Harassment Committee and Women Development Cell enforce gender parity. Boys and Girls are nominated as Class Representatives. They have equal opportunities to participate in Sports/Cultural/Clubs and Association activities. They take roles in NCC/NSS/UBA - sponsored rural development and social uplift programmes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>



7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The primary aim of solid waste management at our institution is to mitigate the adverse impacts of waste on human health and the environment, promoting economic development and a better quality of life. Daily cleaning operations across college buildings and surrounding areas involve meticulous sorting and disposal of waste materials. Stationery wastes from various sources are separated and sold for recycling, while single-sided printed papers are reused for printing samples, showcasing our commitment to resource conservation.

To manage specific waste streams, modern napkin incinerators are installed in ladies' restrooms to safely dispose of sanitary products. Organic waste like leaf litter is gathered and transformed into nutrient-rich manure for campus plants. The college maintains rainwater harvesting systems and efficient drainage infrastructure to prevent water stagnation, utilizing collected rainwater for irrigation and hand wash wastewater for plant nourishment.

Regular maintenance ensures water supply systems remain leak-free, minimizing wastage. Liquid waste is directed to the municipal drainage network, and reverse osmosis waste water is repurposed for toilet flushing.

E-waste is responsibly managed by selling it to external vendors for recycling and disposal. Through these initiatives, the college strives for effective waste management and sustainable practices within the campus community.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling**

A. Any 4 or all of the above

**Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

**A. Any 4 or All of the above**

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy undertaken by the institution**

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).</p> <p><b>The College provides an inclusive environment with due honour to the rich cultural, regional, linguistic, communal and socioeconomic diversities prevalent in Madurai city.</b></p> <p><b>Communal Harmony: The Institution always stands by the affected and the bereaved during the times of natural calamities like</b></p>
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cyclone, flood and pandemic.

**Community Pongal:** All Departments celebrate Pongal Festival every year involving the students and the staff members of all religions.

**Cultural Diversities:**

Diwali Festival is celebrated with Differently-abled Association, Madurai. Rice Bags and sweet packets have been donated to the differently-abled every year. Raksha Bandhan (Rakhi Tying) Ceremony promotes brotherhood and sisterhood among the students. International Yoga Day is celebrated to propagate the system of yoga for people to become fit physically and mentally. Traditional Food Festival Exhibitions cum Sales showcase cultural diversities in India.

National Youth Day is celebrated in association with Nehru Yuva Kendra. Departments conduct cultural programmes such as Bots 2022, Ilavenil (Spring Season), Maa Madurai Thiruvizha (Great Madurai Celebration), Ikconomy and Totem are intercollegiate programmes.

National Integration Camp was conducted by the NSS Units in 2019 with participation from 17 states. The Birth Anniversaries of King Thirumalai Naicker known for benevolent rule are celebrated on the day of Thai Pusam every year.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The Institution has conducted many Sensitization Programmes for the staff members and the students to inculcate in them their Constitutional Obligations.

**Values of the Constitutions:**

The Indian Constitution is a compendium of the aspirations of the people of India. The cherished values of the Indian Constitution are imparted to the staff members and the students through many programmes. The college celebrates the Independence and Republic Days.

The college has adopted courses highlighting the values of the Indian Constitution. The courses in History such as Constitution of India, Freedom struggle in India Since 1800 C.E, Basic Principles of Indian Constitution (NME) and Human Rights deal with the values, rights and responsibilities of citizens.

**Sensitization Programmes on Constitutional Obligations:**

The College has sensitized the staff members and the students on Constitutional Obligations through Guest Lectures, Rallies, and Observance of International Days.

- Flag March Rally – Indian Independence Day by NCC
- NSS Day Pledge & YUVA UTSAV by NSS
- International Day for Universal Access to Information 2022 (IDUAI).
- Dignity, Freedom and Social Justice for All

The College has conducted programmes to commemorate the martyrs in the freedom struggle movement. They are

- National Unity Day (Birth Anniversary of Sardar Vallabai Patel)
- Mahakavi Bharathiar Birth Anniversary
- Gandhi Jayanthi Day

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor**

**A. All of the above**

**adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Mannar Thirumalai Naicker College organized various activities to inculcate social responsibilities of students. The following activities were organized by various departments and clubs to create awareness. The Food and Dairy Department organized World Milk Day on 02.06.2022. Yoga Day was organized by NSS and NCC on 21 .06.2022. Population Day was celebrated by Economics Department on 11.07.2022. Breastfeeding Week Celebration on 06.08.22 by Food and Dairy. National HandLoom Day was organized on 08.08.2022 by Community college. Independence Day Celebration on 15.08.2022 by NSS & NCC. World Literacy Day was celebrated by NSS on 08.09.2022, Ozone Day was organized by Computer Applications on 16.09.2022. World Heart Day was celebrated by Social Work Department & YRC on 29.09.2022. National Milk Day was celebrated by the Department of Food and Dairy on 26.11.2022. Grand Parents Day was organized by Information Technology on 12.09.2022. National Consumer Rights Day was celebrated by the Consumer Club on 30.12.2022. Bharathiyar Birth Anniversary Day Celebration was organized by the Tamil Department on 12.12.2022. National Milk Day was organized by the Food and Dairy Technology Department. Republic Day Celebration was organized by NSS on 26.01.2023. The Women's Day Celebration was organized by the Women Development Cell on 08.03.2023.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**Title: Management Scholarships / Freeships / Fee Concessions**

**Objectives :**

Poor students from rural pockets struggle to continue their higher education owing to financial constraints. In addition to Government and CSR scholarships, the Management has been munificently extending helping hands to them to complete their programmes of study.

**Initiatives of the Management:**

- Scholarships for Single Parent / Parentless students
- Fee Concessions for Postgraduate students graduated from within the Institution
- Scholarships from Philanthropists, Industrialists, NGOs, Unorganised Sectors and Alumni
- Free Board and Lodging for sports girl students.

**1. The Context :**

The intake of the students are from underprivileged families eking their livelihood as Agricultural Coolies, Masons, Vendors, Drivers and daily wage Labourers. B

**The Practice :**

The Management has instituted financial assistance schemes for promoting Academic Excellence and Sports Activities. The Management has arranged sponsorships from NGOs also.

### Evidence of Success:

The Management scholarships for the single parent / parentless students have helped such students to complete their programmes uninterruptedly. Full Fee Concessions for sports students, Free Board and Lodging for sports girls have attracted a large number of students under sports quota.

### Problems Encountered

The disbursement of scholarships and free ships for students involves huge financial burden on the Management amounting not less than Rs. 50 lakhs every year.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.mannarcollege.ac.in/uploaded_files/Best_Practice-1.pdf">https://www.mannarcollege.ac.in/uploaded_files/Best_Practice-1.pdf</a>
Any other relevant information	<a href="https://mannarcollege.ac.in/uploaded_files/BEST_PRACTICE_2.pdf">https://mannarcollege.ac.in/uploaded_files/BEST_PRACTICE_2.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The mid-day meal scheme in practice in the College under the name "Ranimangammal Food Distribution", is the brain child of M. Vijayaragavan, the Secretary of the College. The scheme is fittingly named after Ranimangammal (w/o Chockanatha Naicker) as her rule between 1689 and 1704 marked the implementation of many welfare projects for the people of Madurai, Tamil Nadu.

#### Practice:

The plan had to be executed without offending the self esteem of the adolescent student community. Tokens meant for each working day are distributed to the students at the Community Kitchen on first come first serve basis. Tomato Rice, Pongal, Curd Rice, Vegetable Biryani and Variety Rice in rotations were supplied. From 3 October, 2023 there has been further increase in the student beneficiaries to 175 per day. The scheme has been sponsored by Donors. It is observed that the physical wellness of the poor students is on the increase. The students are very



receptive in the lecture classes and smart in extension activities and cultural programmes.

### Challenges

It requires huge fund for operation. Reserve Fund has to be mobilized from Philanthropists, Governing Council Members, Retired Teachers, NGOs for uninterrupted implementation of the scheme. Government Funds for the scheme is very desirable.

File Description	Documents
Appropriate link in the institutional website	<a href="https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacei&amp;ItemID=caaog">https://mannarcollege.ac.in/UserPanel/DisplayPage.aspx?page=cacei&amp;ItemID=caaog</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

The institution proposes to

- Introduce programmes like Data Science ,Machine Learning ,Artificial Intelligence, Cyber Security and Black Chain Technology at the Under Graduate level
- Offer skill oriented , value added course to the students in collaboration with well reputed industries by signing MoUs.
- Apply for DST Star college scheme
- Reintroduce the in-house multidisciplinary journal ` Mannar Scroll `in the campus
- Construct indoor stadium , basketball and volleyball courts
- Provide a few smart class rooms and LED televisions for effective teaching and learning
- Promote inter institutional /industrial linked research through MoU's
- Prepare the institution to achieve rank in NIRF