YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

- Name of the Head of the institution Dr. R. Srikanth

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 04426533140

- Mobile no 9444455112

- Registered e-mail mail@mgcchennai.ac.in

- Alternate e-mail iqacofficial@mgcchennai.ac.in

- Address Block No.8 College Road Mogappair West

- City/Town Chennai

- State/UT Tamil Nadu

- Pin Code 600037

2.Institutional status

- Affiliated /Constituent Affiliated

- Type of Institution Co-education

- Location Urban

- Financial Status **Self-financing**

- Name of the Affiliating University **University of Madras**

- Name of the IQAC Coordinator **SHANTHA S**

- Phone No. **04426533140**

- Alternate phone No. **9176734020**

- Mobile **9841327717**

- IQAC e-mail address **iqacofficial@mgcchennai.ac.in**

- Alternate Email address **shanthamgc@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://iqac.mgcchennai.ac.in//admin/AQAR/AQAR_FINAL_2022-23.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://mgcchennai.ac.in//admin/pdf/Hank_Book_2023-20242.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.94**	**2022**	**26/07/2022**	**25/07/2027**

6.Date of Establishment of IQAC **14/11/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File]

9.No. of IQAC meetings held during the year   `2`

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

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

10.Whether IQAC received funding from any of the 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)

`Preparation of reports for AISHE, NIRF & AQAR`

`The IQAC, in collaboration with different departments, organized various seminars, workshops and Add on courses`

`Orientation for faculty members/administrative staff`

`Signing of MOUs for conducting various activities`

`Staff members motivated by IQAC on the usage of ICT tools`

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

Plan of Action	Achievements/Outcomes
Activities for enhancing career and student progression.	Career guidance training program conducted Increase in number of students placed
Enhancing Online Teaching Learning	All faculty were trained with online teaching and e-content generation
Departmental Visits by IQAC	Internal academic audit was conducted
Quality enhancement Initiatives	Institution Registered under IIC-MOE
Orientation to new faculty	The newly recruited faculty were given training for teacher enhancement

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Core Committee	10/01/2025

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	**MAR GREGORIOS COLLEGE OF ARTS & SCIENCE**
• Name of the Head of the institution	**Dr. R. Srikanth**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**04426533140**
• Mobile no	**9444455112**
• Registered e-mail	**mail@mgcchennai.ac.in**
• Alternate e-mail	**iqacofficial@mgcchennai.ac.in**
• Address	**Block No.8 College Road Mogappair West**
• City/Town	**Chennai**
• State/UT	**Tamil Nadu**
• Pin Code	**600037**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**University of Madras**
• Name of the IQAC Coordinator	**SHANTHA S**

• Phone No.	**04426533140**
• Alternate phone No.	**9176734020**
• Mobile	**9841327717**
• IQAC e-mail address	**iqacofficial@mgcchennai.ac.in**
• Alternate Email address	**shanthamgc@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://iqac.mgcchennai.ac.in//admin/AQAR/AQAR_FINAL_2022-23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://mgcchennai.ac.in//admin/pdf/Hank_Book_2023-20242.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.94**	**2022**	**26/07/2022**	**25/07/2027**

6.Date of Establishment of IQAC	**14/11/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the 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)

Preparation of reports for AISHE, NIRF & AQAR

The IQAC, in collaboration with different departments, organized various seminars, workshops and Add on courses

Orientation for faculty members/administrative staff

Signing of MOUs for conducting various activities

Staff members motivated by IQAC on the usage of ICT tools

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

Plan of Action	Achievements/Outcomes
Activities for enhancing career and student progression.	Career guidance training program conducted Increase in number of students placed
Enhancing Online Teaching Learning	All faculty were trained with online teaching and e-content generation
Departmental Visits by IQAC	Internal academic audit was conducted
Quality enhancement Initiatives	Institution Registered under IIC-MOE
Orientation to new faculty	The newly recruited faculty were given training for teacher enhancement

13.Whether the AQAR was placed before statutory body?	**Yes**	

- Name of the statutory body

Name	Date of meeting(s)
Core Committee	10/01/2025

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	19/03/2024

15.Multidisciplinary / interdisciplinary

Mar Gregorios College planning to initialize students exchange programme with advanced combination of subjects during the undergraduate course. It will kindle interest to choose various careers among the students of their choice. It also awakens their thought process, intellectual growth, personality enrichment, leadership quality, disciplined commitment towards the well-being of the society. Along with that, this new way of approach enhances the professional growth of the teachers and can produce more aspiring young minds towards academics. This helps the institutions to collaborate with the foreign institutions and leads to multidisciplinary education. It can change the intellectual curiosity of the students to a broader view of the chosen discipline. Application of NEP 2020 will shape the young minds towards the growth and brighter side of India.

16.Academic bank of credits (ABC):

NEP 2020 is a transformative and ambitious policy in terms of the access and equity that it envisages. Lateral movement for the students across the institutions to continue the studies is seen as an option to enable a person to pursue studies until one secure higher degree and get settled in the career. The Institute will develop the IT infrastructure and software facilities required for adopting Academic Bank of Credit (ABC) facility for the students, when guidelines in this regard are received from the affiliating university.

17.Skill development:

Skill development is significant to improve employability and growth of the students. It facilitates a cycle of high productivity, increased employment opportunities, income growth,

and overall development. Based on the guidelines received from UGC (University Grants Commission), on the completion of one year of National Education Policy (NEP) 2020. Entrepreneurial development cell of Mar Gregorios college is conducts various seminar, Training and workshop on Jewellery making, Bakery product making, Photography Video editing, Gardening, Mobile servicing as a part of skill development programme. Apart from this, Arts department planned to provide experiential learning to motivate the students to choose their career as Entrepreneurs.

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

Some of the present courses like foundation course, Environmental studies are related with some social aspects of Indian society and these courses are integrated with the curriculum. However, the institute is planning to make collaborations with some specialized institutes like Yoga centres, to teach Yoga as Indian culture. A plan is made to implement traditional sports like Silambam; dance form- Karagam; music- Natupura songs on the day of pongal/onam/celebration etc. This idea will promote interest among the students regarding Indian culture and tradition. Students will be motivated to take up NPTEL Courses related to Indian Language and Culture.

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

MGC has been offering a curriculum provided by University of Madras that has been designed to focus on outcomes called 'Outcome Based Curriculum Framework' and defined goals to be achieved by the students. This curriculum focuses on providing students the best theoretical knowledge as well as skills required for their life after college. This ensures that each paper in the curriculum gives necessary practical skills to the students and does not confine them to their textbooks. NEP focus on outcome-based education which are also structured around well-defined learning outcomes and help students gain more supplementary knowledge. MGC College also offers various add-on in both offline and online modes and are aimed at providing students with the kind of skills and knowledge necessary to make them successful candidates in the job market.

20.Distance education/online education:

The pandemic has increased awareness and reach of Online education. The Faculty of the College are also involved in creating E-Content, which can be accessed by our students through college website. The College library also subscribes to INFLIBNET

which provides unparalleled access to innumerable resources at the click of a button. Textbooks, reference books, research journals, and a lot of supplementary reading materials can be accessed very easily. Mar Gregorios College is Creating awareness among the students regarding free online courses provided by top famous University around the world and also Motivating the students and staff to take at least one NPTEL and MOOC Course per semester.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**447**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2671**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**818**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**940**

File Description	Documents
Data Template	[View File](#)

3.Academic		
3.1 Number of full time teachers during the year		**107**
File Description	Documents	
Data Template	View File	
3.2 Number of sanctioned posts during the year		**107**
File Description	Documents	
Data Template	View File	
4.Institution		
4.1 Total number of Classrooms and Seminar halls		**51**
4.2 Total expenditure excluding salary during the year (INR in lakhs)		**309**
4.3 Total number of computers on campus for academic purposes		**173**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is affiliated to University of Madras and follows the university's prescribed curriculum.

Students are provided with 20 programmes under Choice Based Credit System (CBCS). As the institution is affiliated to the University of Madras, the academic curriculum for each course is determined by the University of Madras.

- **IQAC ensures the planned and structured implementation of**

the curriculum. Semester configuration and format of course plan prepared by IQAC is distributed to all the departments.

- The heads of the department will submit the Action plan for every Academic year. All academic plans are approved by the Principal and the Vice Principal.
- Department categorises the students as slow and advanced learners and are supported with remedial classes', bilingual explanations, individual counselling and mentoring and get engaged into peer teaching and presentations.
- Effective curriculum delivery is ensured by implementing a Course Plan Manual which is designed adhering to the benchmarks of OBE. Faculty follow different teaching learning methodologies like Classroom Teaching, Seminars, Project Work, Quiz, Group Discussion etc for effective implementation of the curriculum.
- Various Guest lectures, workshops, seminars are conducted and resource persons from other educational institutions/industries are invited.
- The Computer Lab, Multimedia Lab and other Labs are equipped with latest IT infrastructure facilities to provide experiential learning.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar

- The teaching programmes are scheduled as per University Academic Calendar.
- Every academic year begins with the preparation and distribution of an Academic Calendar to teachers and students. Academic Calendar spells out major College events, public holidays, number of working days, CIA Schedule, Department Seminars, University Practical and Theory Examination schedule etc.
- Each Department prepares its Action Plan and Time Table for each semester.
- Course plan is prepared with the Academic Calendar

- **A Question bank for each subject is prepared and kept in the Department for the benefit of the students.**
- **As a part of the assessment CIA examinations are conducted to check whether the students have acquired knowledge and also to assess them. Remedial classes/Special classes are arranged for low achievers. Record of the regular attendance, Mark lists, and progress of the students are maintained and preserved by the respective departments.**

Criteria for internal marks

- **2 CIA Examinations are conducted as per the schedule given in the Academic Calendar. Assignments and Seminars are undertaken throughout the semester and Five marks are given for the assignments and seminars.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://mgcchennai.ac.in//admin/pdf/Hank_Book_2023-20242.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

20

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

54

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

To vitalize the art of learning, the institution integrates cross-cutting issues relevant to Media Ethics, Professional Ethics, Gender, Human-Values, Environment, and Sustainability into the curriculum.

PROFESSIONAL ETHICS:

- Courses on Language and Communication Skills, Life and Managerial Skills,

Spoken and Presentation skills, Personality Development enhances students' skills in

communication, leadership, goal setting and time management

GENDER SENSITIZATION:

- Gender-Equity related courses are included in the curriculum.
- The Women Cell attends to all needs of girl students, thus reducing gender disparities (if any) and ensuring the privileges of girl students.
- Admission-Policy of the college is gender-neutral.

HUMAN VALUES

- Value Education plays a vital role in reviving back the lost ethics in the modern world. The virtues like truth, commitment, honesty, integrity, forgiveness, Love-Empathy, care, unity and ability to sacrifice are cultivated to the great extent among the students.
- The course on Disaster Management helps the students to face and prepare for the drastic situations. Further, the management has taken effort to provide provisions to the people through students as relief measure in the corona scenario and also has sheltered people in the institution during the crisis of floods.
- ENVIRONMENT AND SUSTAINABILITY
- Environmental Studies focus on imparting knowledge to the students on components of environment, ecosystem, sustainability, sustainable development and resources. Students inculcate themselves the responsibility of preserving environment.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

15

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

750

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://iqac.mgcchennai.ac.in/Welcome/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

888

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution systematically evaluates the learning levels of students through diagnostic assessments, classroom interactions, and performance analysis. Based on the outcomes, it organizes targeted programs to cater to the needs of both advanced learners and slow learners.

For advanced learners, enrichment activities such as participation in academic competitions, research projects, workshops, and advanced-level coursework are provided to challenge and stimulate their intellectual growth. They are also encouraged to take up leadership roles, mentor their peers, and engage in interdisciplinary learning.

For slow learners, the institution conducts remedial classes, personalized mentoring sessions, and skill-building workshops. Additional support is offered through peer tutoring, bridge courses, and frequent performance reviews to monitor progress and build foundational skills.

Parents are invited at the end of semester to interact with concerned Class mentors and course handling faculty members to discuss the progress of their wards. Mentor-mentee relationship is followed in our institution.

These initiatives reflect the institution's commitment to creating an inclusive and supportive learning environment that nurtures the potential of every student, ensuring academic excellence and holistic development.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2671	**107**

File Description	Documents
Any additional information	[View File](#)

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

Our college strives to integrate experiential, participatory, and problem-solving methodologies by devising innovative teaching-learning methodologies that bring a profound learning experience for the divergent students in the digital era.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Language Lab, Industrial Visits, Management games, Marketing Activity, Field Work, Discussions and debates on contemporary issues and Projects are some of the means utilize by the Departments to provide experiential and participative learning.

Written Assignments are required to be submitted by students and these need to be done individually to enhance confidence, develop writing skills. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear and develop oratory prowess.

Apart from these, in addition to this courses in BBA, BCA, ECS, MSW, M. S,c Computer Science, M.Com etc. involve field work, internship, projects and so on which help students acquire experiential learning and problem solving ability.

All the Departments encourage their students to gain and increase

problem-solving skills and motivate their students to participate in various inter-college and intra-college technical competitions.

By integrating these methods, the institution creates an inclusive and dynamic learning environment that empowers students to achieve their full potential.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution emphasizes the ICT tools to enhance the teaching-learning process and ensure effective knowledge delivery. Teachers utilize a variety of ICT-enabled tools such as interactive whiteboards, multimedia presentations, e-learning platforms, virtual labs, and subject-specific software to create engaging and dynamic lessons. This approach not only enhances the quality of education but also equips students with essential digital literacy skills for the modern world

Digital resources like videos, animations, and simulations are employed to simplify complex concepts, making learning more accessible and relatable. Online platforms are leveraged for collaborative learning, assessments, and real-time feedback, fostering an interactive and student-centered learning experience.

The labs are updated with latest software and Library is equipped with Digital Library resources for students and faculty. Seminar halls are equipped with all digital facilities.

The college is 'going green' and saving paper through the extensive use of ICT resources and other computing and storage facilities such as Google Drive.

By adopting ICT-enabled teaching methodologies, the institution not only improves the quality and accessibility of education but also prepares students to thrive in a technology-driven world.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

756

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has implemented a transparent and robust mechanism for internal assessment, ensuring fairness, consistency, and regularity in evaluating student performance. The internal assessment process is conducted with a structured approach, encompassing a variety of modes and a well-defined frequency to provide a comprehensive evaluation of students' academic progress.

The institution adopts a standard procedure as per UNOM guidelines for assessing the students' academic performance through internal assessments.

1. Test - 10
2. Assignment - 5
3. Seminar - 5
4. Attendance - 5

Total - 25 Marks

A transparent evaluation pattern is formulated and communicated to the faculty, students, and stakeholders.

The assessment criteria and weightage are communicated clearly to students at the beginning of each academic term through Academic Calendar to maintain transparency.

This transparent and robust system not only builds trust but also motivates students to perform consistently while fostering a culture of academic excellence and continuous improvement.

File Description	Documents
Any additional information	View File
Link for additional information	https://mgcchennai.ac.in/Welcome/InternalExaminations

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institution has implemented a transparent, time-bound, and efficient mechanism to address grievances related to internal and external examinations. A clear and accessible grievance redressal process is in place, allowing students to raise concerns regarding evaluation, marking, or any discrepancies in a structured and fair manner.

Students' grievances and complaints regarding internal exams are clarified by the exam committee which constitutes of Principal, COE, senior faculty members to address examination related grievances. Consolidated CIA marks is presented by the course teacher to the students to endorse the correctness of the marks. In case of any discrepancy, the teacher verifies the marks and rectifies, if not he/she approaches the Head of the Department for solving the issue who in turn seeks clarification with the course teacher and resolves the issue.

Grievances based on spelling errors, dates of birth, and other omissions are addressed through H.O.Ds to exam committee, which is forwarded to the university. The grievances caused during external exams are addressed and represented by the college exam committee to the University of Madras

This transparent, time-bound, and efficient grievance redressal process ensures that students' concerns are addressed in a fair and timely manner, fostering trust in the examination system and upholding the institution's commitment to academic integrity.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The College is affiliated to the University of Madras and follows the curriculum as designed by the University. These outcomes are systematically aligned with the institution's academic goals and the expectations of the respective disciplines.

Program and course outcomes are clearly stated and published on the institution's official website, making them accessible to all stakeholders, including students, faculty, and parents. This ensures full transparency and allows all parties to understand the knowledge, skills, and competencies that students are expected to acquire by the end of each program and course.

Faculty members are encouraged to incorporate these outcomes into their course planning and teaching strategies to ensure alignment between instruction and desired learning goals.

Students are also made aware of the program and course outcomes at the beginning of each semester through course syllabi, orientation programs, and dedicated sessions. This enables students to understand the learning objectives and outcomes they are expected to achieve, guiding their academic journey.

By clearly stating and communicating the program and course outcomes, the institution ensures that all stakeholders are aligned in their expectations, providing a focused and structured approach to achieving academic success.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution regularly evaluates the attainment of Program Outcomes (POs) and Course Outcomes (COs) to assess the effectiveness of its academic programs and ensure that the desired learning objectives are being met. This evaluation is conducted using a variety of assessment tools and methods, both direct and indirect, which include examinations, quizzes, assignments, projects, presentations, practical assessments, and surveys.

Faculty members play a key role in this process by reviewing student performance and providing feedback on how well the outcomes have been met throughout the course.

In addition to student performance, the institution also considers feedback from stakeholders, such as alumni, industry experts, and employers, to evaluate the relevance and applicability of the program and course outcomes in real-world scenarios. This external feedback provides valuable insights into whether the outcomes align with the expectations of the job market and industry standards.

The results of the evaluation are used to identify areas of improvement in the curriculum, teaching methods, and assessment strategies.

Through this process, the institution ensures that the attainment of Program and Course Outcomes is effectively monitored and that the academic offerings remain relevant, rigorous, and aligned with educational and professional standards."

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

731

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/2_7_1_SSS_Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has strategically developed a robust and interconnected ecosystem to foster innovation, creativity, and knowledge advancement. This ecosystem is built on the principles of collaboration, inclusivity, and sustainability, serving as a foundation for transformative ideas and groundbreaking solutions.

Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized through Institution Innovation Cell. During these programs students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field.

Efforts has been taken to bridge the gap between academia and society through outreach programs aimed at addressing societal issues.

Through these initiatives, the institution not only drives the creation of new knowledge but also ensures its effective dissemination and application. This integrated approach reinforces its commitment to delivering measurable impact on global challenges, advancing industries, and enriching communities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

12

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution actively engages in extension activities within its neighborhood community, fostering meaningful connections and addressing pressing social issues. These initiatives are designed

to sensitize students to the challenges faced by society, instilling a sense of responsibility and empathy.

Through a diverse range of programs in collaboration with local healthcare providers to ensure access to essential medical services and preventive care, medical camps, blood donation drives, and mental health awareness sessions were organized.

Students were motivated to engage themselves in Environmental Conservation Projects like tree plantation drives, clean-up campaigns, and renewable energy awareness programs to promote environmental sustainability.

These activities not only contribute to the betterment of the community but also play a pivotal role in the holistic development of students in par with our vision. By engaging with diverse social realities, students develop critical thinking, leadership qualities, and a deeper understanding of their role in building an equitable and sustainable society.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

17

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1164

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	[View File](#)
Any additional information	[View File](#)
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

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 equipment etc.

The institution is committed to providing a robust infrastructure and physical facilities that ensure a high-quality teaching-learning experience for students and faculty.

Classrooms

- **Spacious, well-ventilated classrooms designed to foster a comfortable learning environment.**
- **Flexible seating arrangements to support traditional as well as collaborative teaching methods.**

Laboratories

- Dedicated computer labs with high-performance systems and specialized software for programming.
- Regularly updated with modern equipment and tools to ensure students gain hands-on experience with industry-relevant technology.
- Advanced computing infrastructure with high-speed internet and Wi-Fi connectivity available across the campus.

Library Resources

- A well-stocked library housing a wide range of books, journals, and reference materials across disciplines.
- Access to e-resources, including e-books, e-journals, and online databases.

Additional Facilities

- Seminar halls and conference rooms equipped with advanced multimedia systems for academic and professional events.
- Well-maintained physical infrastructure such as ramps, elevators, and accessible restrooms to ensure inclusivity for differently-abled individuals.

Maintenance

- A dedicated team for the regular maintenance and upgrading of infrastructure to ensure facilities remain in excellent condition.
- Periodic feedback from stakeholders to identify and address gaps in infrastructure or resources.

The institution continuously invests in upgrading its infrastructure to adapt to the dynamic needs of modern education standards

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The institution provides comprehensive facilities to support

cultural activities, sports, and wellness programs ensuring an environment that supports the all-round development of students and staff.

Cultural Activities

- A spacious and well-equipped auditorium with modern sound, lighting, and stage equipment for hosting cultural events, seminars, and workshops.
- Regularly organized cultural festivals to showcase and nurture the artistic talents of students.

Sports and Games

- Well-maintained fields and courts for a variety of sports, including football, cricket, basketball, volleyball, and tennis.
- Athletic tracks for running and other track-and-field events.

Gymnasium and Fitness

- A fully equipped gymnasium with facilities for cardio, strength training, and functional workouts.
- Special wellness programs and stress-relief workshops designed for students and staff.

Recognition and Motivation

- Awards, scholarships, and certificates to recognize and encourage outstanding achievements in cultural and sports activities.
- Opportunities for students to represent the institution at regional, national, and international levels.

These facilities reflect the institutions commitment to fostering a balanced and vibrant campus life, encouraging students to explore their talents, stay active, and maintain a healthy lifestyle while excelling in academics.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The institutions library is automated using the advanced and feature-rich Integrated Library Management System (ILMS), Koha.

Catalog and OPAC:

- **Koha maintains a centralized and comprehensive catalog of library resources, including books, e-books, journals, and multimedia materials.**
- **Koha also offers an intuitive and user-friendly OPAC,**

allowing students, faculty, and staff to search library holdings remotely.
- Features advanced search options based on author, title, subject, and keywords.

Circulation Management:

- Automated check-in and check-out processes are supported through barcoded or RFID-enabled membership cards and resources.
- Koha simplifies loan management, including issuing, returning, and renewing library materials.
- Automated notifications via email or SMS for overdue items, reservations, and reminders.

Digital Resource Integration:

- Koha integrates seamlessly with digital repositories, e-resources, and databases.
- Facilitates access to e-books, e-journals, and previous years' question papers through OPAC.

User Accounts and Personalization:

- Individual user accounts for library members provide access to borrowing history, due dates, and personalized recommendations.
- Users can place hold requests and receive real-time updates on the status of their reserved items.

With Koha, the institution's library has transformed into a modern, technology-driven knowledge hub, providing seamless access to resources and enhancing the academic and research experience for all stakeholders.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional Information	https://mgcchennai.ac.in/Welcome/Library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

8 LACS

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

123

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is committed to staying at the forefront of technological advancements by frequently upgrading its IT facilities to meet the dynamic needs of students and staff.

The entire campus is enabled with high-speed Wi-Fi connectivity,

ensuring uninterrupted internet access for academic, research, and administrative purposes. Multiple access points are strategically installed to provide strong and reliable coverage in classrooms, laboratories, libraries, hostels, and common areas. Bandwidth capacity is periodically reviewed and upgraded to accommodate increasing user demands and ensure seamless access to online resources.

Regular updates to IT security protocols, including firewalls, antivirus software, and secure access systems, to protect data and ensure a safe digital environment. Implementation of user authentication and role-based access control for secure Wi-Fi usage. A dedicated IT support team is available to resolve technical issues promptly.

Classrooms are equipped with, projectors to facilitate innovative teaching methods. Transition to paperless workflows supported by digital communication platforms and cloud-based document management systems.

By frequently updating its IT facilities, including Wi-Fi, the institution fosters an environment conducive to academic excellence, research innovation, and effective collaboration. These initiatives ensure that all stakeholders have access to modern, reliable, and secure IT services, enabling them to thrive in a technology-driven world.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

173

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

290

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

The institution has established robust systems and procedures for maintaining and utilizing its physical, academic, and support facilities—including laboratories, library, sports complex, computers, classrooms, and other essential infrastructure.

Regular Inspections

- **Periodic inspections are conducted to assess the condition of physical infrastructure such as buildings, classrooms, and laboratories.**
- **Maintenance logs are maintained to track and schedule repairs or upgrades.**

Housekeeping Services

- **Dedicated housekeeping staff ensures the cleanliness and**

hygiene of classrooms, corridors, washrooms, and common areas.

Annual Maintenance Contracts (AMC)

- Critical systems, including electrical, plumbing, and air-conditioning units, are maintained under AMCs with certified vendors.

Inventory Management

- Laboratories maintain detailed inventories of equipment, chemicals, and consumables, ensuring timely replenishment and reducing wastage.

Standard Operating Procedures (SOPs)

- SOPs are implemented for the safe handling and operation of laboratory equipment.
- Periodic calibration and servicing of equipment are undertaken to ensure accuracy and reliability.

Furniture and Fixtures

- Classroom furniture is inspected regularly for repairs or replacements to maintain comfort and safety.

Energy Efficiency

- Energy-saving practices, such as the use of LED lighting and scheduled maintenance of electrical fixtures, are implemented.

These practices ensure the efficient and effective functioning of all resources, contributing to a conducive environment for learning, teaching, and extracurricular activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mgcchennai.ac.in//admin/pdf/Maintenance_Policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

383

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

171

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://mgcchennai.ac.in/StudentsCorner/BestPractices
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1908

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1908

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	*View File*
Upload any additional information	*View File*
Details of student grievances including sexual harassment and ragging cases	*View File*

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

120

File Description	Documents
Self-attested list of students placed	*View File*
Upload any additional information	*View File*
Details of student placement during the year (Data Template)	*View File*

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

92

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	*View File*
Details of student progression to higher education	*View File*

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

29

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

37

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The students' Associations of the college are very active and function in a dynamic way. Each academic year begins with the nomination of the students from each class of the departments. .

Office bearers are elected from the nominated students. Convenors and co-convenors are elected from III and II year respectively. Four associations such as Sports, Cultural, Tamil and English are formed.

The students Associastion play an integral role in organizing all kinds of college activities such as Inter-Collegiate cultural activities, Inter-Collegiate Sports Meet and Tournaments.

The student representatives from individual department take charge of inter departmental activities. The unstinted support provided by the Principal, staff members and Management have been crucial in guiding the Students to shoulder various responsibilities with perfection.

On the academic front, students commit themselves in coordinating and arranging symposiums, inter collegiate workshops, conferences, and seminars. The Office Bearers along with the convenors and co-convenors collaborate in celebrating festivals like Christmas, Onam, Pongal and other traditional festivals.

In short, the contribution of the students at every step has been pivotal in the proper functioning of the college.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/StudentsCorner/StudentCouncil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

369

File Description	Documents
Report of the event	[View File]()
Upload any additional information	[View File]()
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File]()

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni play a significant role in strengthening their alma mater, with values and virtues tinged with academic excellence. The Alumni Association of the college was registered under the title "Mar Gregorios College Alumni Association" with registration no: SRG Chennai North 263/2020 on 17/08/2020.

Office bearers are elected from the Alumni and the meetings are conducted regularly. Such meetings are mutually essential for the institution as well as the alumni

The alumni visit the institution to deliver guest lectures and seminars for the students in their areas of expertise and they motivate the young and dynamic minds. The alumni community always keeps in touch with the college and it is a close and well-knit body that always has the growth of the organization as its major concern. Alumni meet at the department level also takes place.

Each alumnus considers his or her sole responsibility in shaping the future of their alma mater. Students training programmes (SRT) are arranged periodically, and the members of the alumni association who are in responsible position as HRs are very much keen on building the career of their alma mater by providing placements in various fields

Alumni make a considerable impact on the functioning of the institution. Their views are respected and taken into consideration.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/StudentsCorner/OfficeBearers
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)　　　**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

All activities organized by the college reflect its Vision statement and are oriented towards the fulfillment of the same.

To pursue values

The College attempts to instill core human values (Moral, Spiritual, Ethical and Professional) in its students. This is realized through activities/ programmes such as Value Education, Prayer Fellowship which includes Praise and Worship, Testimony, Word of God, Prayer Request, Rosary Prayer, College Prayer and Choir and 'Thought from the Bible'.

The college groom the students in various areas in addition to academics to provide a comprehensive and high-quality education.

To promote originality and creativity among students

Through programs and activities like the Entrepreneurial Development Cell (EDC), the Consumer Club, the Creative Club, extracurricular sports and other activities the institution offers its students ample opportunities to be creative.

Humanitarian work and social responsibility

The FIVE LOAVES program, in which college personnel and students donate food each day to the needy, is the first step toward serving humanity. This is when the "concept of sharing" starts. Additionally, the infirmary is essential to guaranteeing students' physical well-being.

Through effective governance, the institution not only achieves its goals but also upholds its commitment to creating a meaningful and lasting impact on its students, staff, and the broader community.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/Welcome/MissionVision
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

An institution's success stems from the collective efforts of all those who strive to realize its mission. Mar Gregorios College faculty perform various administrative responsibilities that support and advance the institution's participative management culture. The faculty and students be part of committees related to academic, administrative, extra-curricular, and co-curricular activities. They are motivated to acquire leadership abilities by overseeing multiple extracurricular, academic, and activities outside of the classroom. The College has created a decentralized system for decision-making to suggest, create, formulate, and implement plans.

CASE STUDY

IIC - WorKshop on "Entrepreneurship and Innovation as career opportunity".

Institution's innovation cell conducted the workshop on "Entrepreneurship and Innovation as career opportunity". The programme was a significant step towards fostering a culture of participative management within the college. The programme engaged all stakeholders of the college in the decision-making process.. The workshop is an embodiment of establishing a collaborative network among faculty, staff, and students to promote ongoing

dialogue. It also helped the college enhance innovation, improve morale, and create a more inclusive environment. The commitment demonstrated by participants highlights the potential for successful implementation of these practices in future. The programme aims, to continue support, and promote participative management initiatives.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/StudentsCorner/InnovationCell
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution holds committee meetings to implement the strategic and perspective plan, and the perspective plan is presented for public discussion.

Every year, perspective plans are developed and implemented through budgetary allocation, academic and administrative activities, action plans, and periodic reviews of the corresponding results to guarantee that the strategic plan is achieved. Through effective teaching-learning techniques, assessment, and student-centered initiatives, the Internal Quality Assurance Cell (IQAC) is dedicated to delivering high-quality higher education and student support services. The goal of IQAC is to institutionalize and uphold quality in all its operations, including research, teaching, learning, and extension.

According to the curriculum, the college's teaching and learning activities are enhanced by field trips, educational tours, and industrial tours, which give students real-world experience. The college has demonstrated its dedication toproviding students with an outstanding educational experience through all its actions. Continuous monitoring of the curriculum taught and maintaining standards is also ensured by frequent monitoring through meetings.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	https://mgcchennai.ac.in/Welcome/Organogram
Upload any additional information	No File Uploaded

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

Policy Framework

- The institution operates under a well-defined set of policies that govern academic, administrative, and operational activities.
- Policies are formulated with inputs from stakeholders and are periodically reviewed to adapt to changing needs and challenges.

Administrative Setup

- The administrative hierarchy is structured to ensure clarity in roles and responsibilities, promoting accountability and efficiency.
- Key bodies such as the Governing Board, Academic Council, and Administrative Committees work collaboratively to oversee academic and operational activities.

Appointment and Service Rules:

- Recruitment and appointment processes are merit-based, ensuring transparency and fairness.
- Service rules are well-documented, covering aspects such as terms of employment, performance appraisal, career progression, and grievance redressal.
- Periodic training and professional development opportunities are provided for faculty and staff to enhance their effectiveness.

Grievance Redressal Mechanisms

- Effective grievance redressal systems ensure prompt

resolution of issues related to students, faculty, and staff.

Feedback Mechanisms

- **Structured feedback systems from stakeholders, such as students, faculty, and alumni, are used to improve policies and procedures.**

Thus the institutional bodies function with a high degree of effectiveness and efficiency, as demonstrated by their transparent policies and structured administrative setup. The efficient functioning of these bodies not only supports institutional growth but also enhances stakeholder satisfaction and trust.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/Welcome/InstitutionalPolicies
Link to Organogram of the institution webpage	https://mgcchennai.ac.in/Welcome/Organogram
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution prioritizes the well-being of its teaching and non-teaching staff through a range of effective welfare measures. These initiatives reflect a commitment to creating a supportive, inclusive, and motivating work environment that promotes professional growth, personal development, and overall satisfaction.

Financial Benefits

- Provident Fund and Gratuity: Contributions toward provident fund and gratuity to ensure long-term financial security.
- Rewards: Cash rewards for producing 100% results and centum in end semester examinations to recognize and encourage excellence in work.

Health and Well-being

- Medical Insurance: Comprehensive health insurance plans for staff.
- Health Camps: Periodic health check-ups and wellness programs.

Leave Benefits

- Paid Leave: Provisions for maternity, medical,and casual leave to support staff during personal and family needs.
- Special Leave: Sabbaticals and study leave for teaching staff pursuing advanced studies or research.

Professional Development

- Training and Workshops: Regular skill enhancement programs, workshops, and seminars for faculty and staff.
- Support for Higher Education: Financial aid or leave for pursuing higher studies or specialized certifications.

The institution's welfare measures for teaching and non-teaching staff ensure a balanced and supportive work environment. These measures underline the institution's commitment to valuing and empowering its workforce as a vital part of its success.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in//admin/pdf/MGC_C6_6_3_1_EMPLOYEES_HANDBOOK.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

107

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has implemented a well-structured and transparent Performance Appraisal System (PAS) for both teaching and non-teaching staff. This system is designed to evaluate individual contributions, encourage professional growth, and ensure

accountability. It aligns with institutional goals and promotes a culture of excellence by recognizing and rewarding performance while identifying areas for improvement.

Faculty members submit self-appraisal reports annually, detailing their contributions to teaching, research, and extracurricular activities.

Anonymous feedback is collected from students to evaluate teaching effectiveness and classroom engagement. Inputs from peers and the HOD provides a broader perspective on faculty contributions to teamwork and departmental goals.

Supervisors assess the non-teaching staff's problem-solving abilities, teamwork, and overall contributions to the institution.

The Performance Appraisal System of the institution is a well-rounded mechanism that ensures the professional growth of teaching and non-teaching staff while aligning individual contributions with institutional goals.

By maintaining transparency, fairness, and accountability, the system fosters a culture of continuous improvement, enhancing both staff satisfaction and institutional excellence.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution ensures financial accountability and transparency by conducting regular internal and external financial audits.

Internal Financial Audits are conducted to monitor day-to-day financial operations and to detect and rectify discrepancies at an early stage.

The finance committee reviews the findings and collaborates with

the concerned departments to address and resolve the objections. Corrective actions, such as revising processes or updating records, are implemented promptly.

External Financial Audit is conducted annually by the auditor from authorized external audit firms. The following assessments are done during the audit:

- Examination of annual financial statements, including income, expenditures, and balance sheets.
- Verification of statutory compliance with tax laws, provident fund regulations, and other financial obligations.
- Review of grants, endowments, and donations to ensure proper utilization.
- Assessment of fixed assets, liabilities, and inventory management.

Resolution of Audit Objections:

- External auditors present their observations in an audit report, highlighting major findings and recommendations.
- The finance committee, along with institutional leadership, reviews the audit report.
- A compliance report is submitted to the auditors to confirm the resolution of identified issues.

Through systematic mechanisms for resolving audit objections, the institution ensures compliance, enhances operational efficiency, and fosters stakeholder confidence in its financial practices.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Effective mobilization of funds and optimal utilization of resources are crucial for the financial sustainability and growth of any institution.

Student Fees

- **Tuition and Other Fees: A significant portion of funds comes from tuition fees, examination fees, and other institutional charges.**
- **Fee Concessions and Scholarships: Fee structures are balanced to ensure inclusivity while maintaining financial sustainability.**
- **Endowments and Scholarships: Alumni and well-wishers establish endowments to fund scholarships and academic prizes.**

Budget Planning and Allocation

- **Annual Budget: A comprehensive annual budget is prepared based on institutional priorities, ensuring alignment with strategic goals.**
- **Departmental Budgets: Departments are allocated funds based on their requirements for academic, research, and extracurricular activities.**

Resource Optimization

- **Infrastructure Utilization: Classrooms, laboratories, and auditoriums are utilized effectively by scheduling academic and co-curricular activities.**
- **Energy Efficiency: Sustainable practices, such as solar power, energy-efficient lighting, and water conservation, reduce operational costs.**
- **Digital Transformation: Investments in technology reduce**

paperwork and streamline administrative processes.

Maintenance of Resources

- **Infrastructure Maintenance: A portion of the budget is reserved for regular maintenance and repairs of buildings, equipment, and facilities.**
- **Asset Management: An inventory system tracks and manages assets to prevent misuse or underutilization.**

The institution's strategies for mobilization of funds and optimal utilization of resources reflect a balanced approach toward financial sustainability and growth.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in fostering a culture of quality within the institution by developing, implementing, and monitoring quality assurance strategies and processes.

Development of Quality Assurance Strategies

- **IQAC formulates policies for improving academic standards, administrative efficiency and stakeholder satisfaction.**
- **Develops and disseminates SOPs for various institutional processes to ensure uniformity and quality.**

Academic Quality Initiatives

- **Facilitates regular curriculum reviews, incorporating feedback from stakeholders to ensure relevance and rigor.**
- **Organizes workshops, seminars, and training programs for faculty to enhance teaching methodologies, research capabilities, and professional development.**
- **Promotes the implementation of OBE by defining and assessing program outcomes (POs), course outcomes (COs), and learning**

objectives.

Student-Centric Practices

- Implements structured feedback systems from students, alumni, and employers to identify areas of improvement.
- Encourages the introduction of skill-based courses, value-added programs and career guidance initiatives.
- Enhances student support services such as mentoring, counseling, and grievance redressal.

Infrastructural Improvements

- Promotes the use of technology in administration through Enterprise Resource Planning (ERP) and e-governance.
- Implements eco-friendly practices such as waste management, energy conservation, and sustainable infrastructure development.

Quality Audits and Monitoring

- Academic Audits
- Administrative Audits
- Annual Quality Assurance Report (AQAR)

IQAC ensures the institution remains responsive to changing educational dynamics, achieving its vision of academic and administrative excellence.

File Description	Documents
Paste link for additional information	https://iqac.mgcchennai.ac.in/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution, through its Internal Quality Assurance Cell (IQAC), conducts periodic reviews of teaching-learning processes, structures, methodologies, and learning outcomes.

Teaching-Learning Process Review

- **Curriculum Review:** The IQAC ensures regular reviews of the curriculum in collaboration with faculty, students, and industry experts.
- **Technology Integration:** The use of technology in the is monitored, ensuring it enhances learning and engagement.

Structures and Methodologies of Operations Review

- **Academic Structure:** The academic framework, including course offerings, academic schedules, and departmental goals, is periodically reviewed to ensure it aligns with institutional objectives and industry requirements.

- **Infrastructure and Resource Utilization:** Reviews are conducted on the availability and optimal use of academic resources like classrooms, laboratories, libraries, and sports facilities.
- **Outcome-Based Education (OBE) Implementation:** The IQAC ensures that learning outcomes for each program and course are clearly defined, measurable, and aligned with industry and academic standards. Regular assessments of student achievements in relation to these outcomes are carried out.
- **Assessment Methods:** The effectiveness of various assessment tools (e.g., exams, assignments, projects, and presentations) is reviewed to ensure they accurately measure student learning and reflect the course objectives.

This review process ensures that the institution remains adaptable and responsive to evolving educational needs, fosters continuous improvement, and upholds the highest standards of academic quality.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in//admin/pdf/Policies_for_Teach_learng.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)

A. All of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://mgcchennai.ac.in//admin/pdf/Annual_Day Report - revised.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equality ensures equal opportunities, rights, and treatment for all individuals, regardless of gender. As a co-educational institution, the college is committed to upholding these principles by providing equal rights, responsibilities, and opportunities to all students, regardless of gender identity. The college rules and policies governing admissions, recruitment, administration, and academics are designed to protect the interests of both students and staff without any gender-based discrimination.

To ensure student safety, the campus maintains a secure environment. Security personnel are stationed at all entry points to monitor and control access, while CCTV cameras are strategically installed in key areas to provide 24/7 surveillance throughout the year.

The college has all the necessary facilities to support students' academic success. Accessibility features such as lifts, ramps, and restrooms are provided for Divyangjan (differently abled) students. Fire safety measures, including extinguishers, are installed on every floor. Electrical safety is managed by a qualified electrician, with proper earthing systems in place to prevent electric shocks.

First aid kits are available in NSS, NCC, department staff rooms, the sports room, and the college office. The college has also established connections with nearby hospitals for emergency medical needs. A dedicated girls' common room is available and provides essential facilities to ensure privacy and comfort.

File Description	Documents
Annual gender sensitization action plan	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/Action_plan_Activities.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/Facilities.pdf

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college is committed to fostering a cleaner, greener, and healthier environment. To achieve this, it emphasizes reusing and recycling campus-generated waste through systematic waste management practices. Dustbins are strategically placed across the campus, and a dedicated maintenance team ensures waste is collected and disposed daily.

Broken furniture is repaired in-house, while electrical items are either repaired or responsibly disposed of through e-waste protocols in collaboration with external vendors

The institution has also implemented composting practices to manage biodegradable waste. Food and organic waste from the canteen are processed into compost which is used as fertilizer in the campus gardens.

Electronic equipment is utilized to its full potential, with minor repairs handled by laboratory assistants and Technical Assistants. The major repairs are managed by a qualified electrician. UPS batteries are recharged, repaired, or exchanged by suppliers, ensuring sustainability. Waste compact discs and other non-hazardous items are creatively repurposed by students for decorative purposes during college events, reflecting the institution's commitment to waste management and environmental consciousness.

The campus has also integrated energy-saving initiatives, such as the installation of solar panels, to minimize its carbon footprint. Tree plantation drives are regularly organized to enhance greenery and contribute to better air quality. These measures collectively reinforce the college's dedication to preserving the environment and promoting sustainability.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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 Maintenance of water bodies and distribution system in the campus   A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives 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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and

A. Any 4 or all of the above

facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen   **reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To cultivate a generation of youth with noble attitudes and strong moral responsibility, the college organizes various activities aimed at promoting ethical, cultural, and spiritual values among students and staff. To foster emotional and religious awareness, the campus celebrates commemorative days that encourage a sense of unity and social harmony.

In recognition of the nation's diversity, the college conducts an Orientation Programme for first-year students. This inaugural session features readings from the Bible, Quran, and Bhagavad Gita—the sacred texts of Christianity, Islam, and Hinduism—by second- and third-year students.

To preserve and celebrate linguistic and cultural diversity, the KULAM & PULAM Tamil Literary Association provides platforms for students to enhance their knowledge of the Tamil language and showcase their linguistic talents. Its initiatives inspire students to appreciate the richness of Tamil culture and literature. Likewise, the UMANG Association of the Hindi Department celebrates National and International Hindi Day through events such as literary competitions, translation exercises, poetry recitations, and essay writing contests.

Through these efforts, the college aims to foster an inclusive environment that promotes tolerance and harmony among individuals from diverse cultural, regional, linguistic, communal, and socioeconomic backgrounds. These initiatives prepare students to be compassionate and responsible citizens, equipped to contribute positively to a multicultural and interconnected world.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Our institution is deeply committed to providing a holistic education that fosters academic excellence while instilling a sense of responsibility and awareness among students. Central to our philosophy is sensitizing students to their constitutional rights, values, duties, and responsibilities.

Key to this commitment our celebrations of national pride and unity, such as Republic Day on January 26th and Independence Day on August 15th.

In addition to these events, MGC observes important occasions like Constitutional Day, National Unity Day, Human Rights Day and Programs such as guest lectures, seminars, and awareness campaigns are organized through the National Service Scheme (NSS) to deepen students' understanding of social and civic issues.

Students are actively encouraged to participate in spreading awareness on social issues such as road safety, environmental conservation, and regularly engage in cleaning activities.

As part of its commitment to community service, the institute conducts annual blood donation drives and medical camps through Youth Red Cross (YRC) and the Red Ribbon Club (RRC). These activities not only save lives but also cultivate a sense of empathy and civic duty among students.

MGC's holistic approach ensures that students graduate not only as academically accomplished individuals but also as socially

conscious and ethically driven citizens, ready to contribute meaningfully to the nation and the world.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/7_1_9_Activities.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

At our institution, the celebration of national days serves as a powerful means to instill patriotism and a sense of unity among students. These events have become an integral part of the learning experience, fostering a strong cultural bond and enriching students understanding of diverse traditions. By celebrating national days and festivals students gain deeper

respect for each other's customs and values, which promotes harmony and inclusivity within the community.

Our institution's clubs have also played a vital role in commemorating days that align with social, environmental and cultural values like NSS Day, Pulwama Day, World Environment Day, International Day Against Drug Abuse, International Yoga Day, Youth Awakening Day, Unity Day, National Constitution Day, World AIDS Day.

The college also places great emphasis on celebrating pivotal national days including, Independence Day (August 15), Republic Day (January 26), Teachers' Day (September 5), Gandhi Jayanthi (October 2), Dr. A.P.J. Abdul Kalam's Birthday (October 15). These occasions are marked by enthusiastic participation from both staff and students, with a variety of activities such as flag hoisting, cultural performances and thematic speeches.

Through these celebrations, the institution not only preserves cultural traditions but also encourages awareness of global and national issues.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE – I Title of the Practice: Five Loaves Plan
Objectives of the Practice

- To inculcate the joy of giving.
- To feed the needy.
- To enable students to experience happiness and satisfaction by helping the needy.

The Context

The aim is to feed the hunger.

The Practice

Students are encouraged to bring any food item of their choice and convenience to the Five Loaves Room. The food is stored in the refrigerator and made available to students during break time.

Evidence of Success

Success is evidenced by an increasing number of students showing immense interest in bringing food. The number of people benefiting from this plan is also rising day by day.

BEST PRACTICE – II Title of the Practice: Library User Awards

Objectives of the Practice

- ○ **To motivate library users by rewarding their dedication.**
- ○ **To promote library usage.**
- ○ **To boost student morale and reading habits.**

The Context

The aim is to develop reading behaviors within the student community.

The Practice

Students are encouraged to visit the library frequently to improve their reading habits.

Evidence of Success

Success is evidenced by increasing students showing immense interest in visiting the library frequently.

File Description	Documents
Best practices in the Institutional website	https://iqac.mgcchennai.ac.in/Welcome/Best Practices
Any other relevant information	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/Geotag.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Directed by the mission, MGC aspires to deliver quality education, foster skill development, and promote creativity, with a strong focus on holistic development. The visionary behind MGC, BENEDICT MAR GREGORIOS, the LATE ARCHBISHOP of the Thiruvananthapuram Archdiocese, continues to inspire through his motto, "Sneham Mamadeepam," which translates to "Love is my Light." MGC adheres to his principles in all its endeavors, striving to uphold his vision. Both staff and students actively contribute to society by assisting the underprivileged through various outreach programs.

Outreach activities empower individuals and communities by equipping them with knowledge, resources, and support to initiate positive transformations in their lives. These programs encourage community members to take responsibility for their well-being and engage in decision-making processes that affect their futures.

Furthermore, outreach activities offer opportunities to gather feedback, assess outcomes, and measure the effectiveness of initiatives. Various departments, clubs, and cells at MGC have organized impactful outreach programs, with active participation from students.

Ultimately, outreach programs are vital for driving social change, enhancing community welfare, and fostering stronger, more resilient societies. They enable organizations to connect with the communities they serve, understand their needs, and collaborate towards shared goals.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is affiliated to University of Madras and follows the university's prescribed curriculum.

Students are provided with 20 programmes under Choice Based Credit System (CBCS). As the institution is affiliated to the University of Madras, the academic curriculum for each course is determined by the University of Madras.

- IQAC ensures the planned and structured implementation of the curriculum. Semester configuration and format of course plan prepared by IQAC is distributed to all the departments.
- The heads of the department will submit the Action plan for every Academic year. All academic plans are approved by the Principal and the Vice Principal.
- Department categorises the students as slow and advanced learners and are supported with remedial classes', bilingual explanations, individual counselling and mentoring and get engaged into peer teaching and presentations.
- Effective curriculum delivery is ensured by implementing a Course Plan Manual which is designed adhering to the benchmarks of OBE. Faculty follow different teaching learning methodologies like Classroom Teaching, Seminars, Project Work, Quiz, Group Discussion etc for effective implementation of the curriculum.
- Various Guest lectures, workshops, seminars are conducted and resource persons from other educational institutions/industries are invited.
- The Computer Lab, Multimedia Lab and other Labs are equipped with latest IT infrastructure facilities to provide experiential learning.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar

- **The teaching programmes are scheduled as per University Academic Calendar.**
- **Every academic year begins with the preparation and distribution of an Academic Calendar to teachers and students. Academic Calendar spells out major College events, public holidays, number of working days, CIA Schedule, Department Seminars, University Practical and Theory Examination schedule etc.**
- **Each Department prepares its Action Plan and Time Table for each semester.**
- **Course plan is prepared with the Academic Calendar**

- **A Question bank for each subject is prepared and kept in the Department for the benefit of the students.**
- **As a part of the assessment CIA examinations are conducted to check whether the students have acquired knowledge and also to assess them. Remedial classes/Special classes are arranged for low achievers. Record of the regular attendance, Mark lists, and progress of the students are maintained and preserved by the respective departments.**

Criteria for internal marks

- **2 CIA Examinations are conducted as per the schedule given in the Academic Calendar. Assignments and Seminars are undertaken throughout the semester and Five marks are given for the assignments and seminars.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://mgcchennai.ac.in//admin/pdf/Hank_Book_2023-20242.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

20

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

54

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

To vitalize the art of learning, the institution integrates cross-cutting issues relevant to Media Ethics, Professional Ethics, Gender, Human-Values, Environment, and Sustainability into the curriculum.

PROFESSIONAL ETHICS:

- Courses on Language and Communication Skills, Life and Managerial Skills,

Spoken and Presentation skills, Personality Development enhances students' skills in

communication, leadership, goal setting and time management

GENDER SENSITIZATION:

- Gender-Equity related courses are included in the curriculum.
- The Women Cell attends to all needs of girl students, thus reducing gender disparities (if any) and ensuring the privileges of girl students.
- Admission-Policy of the college is gender-neutral.

HUMAN VALUES

- Value Education plays a vital role in reviving back the lost ethics in the modern world. The virtues like truth, commitment, honesty, integrity, forgiveness, Love-Empathy, care, unity and ability to sacrifice are cultivated to the great extent among the students.
- The course on Disaster Management helps the students to face and prepare for the drastic situations. Further, the management has taken effort to provide provisions to the people through students as relief measure in the corona scenario and also has sheltered people in the institution during the crisis of floods.
- ENVIRONMENT AND SUSTAINABILITY
- Environmental Studies focus on imparting knowledge to the students on components of environment, ecosystem, sustainability, sustainable development and resources. Students inculcate themselves the responsibility of preserving environment.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

15

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

750

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - **Feedback process of the Institution may be classified as follows**	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	[https://iqac.mgcchennai.ac.in/Welcome/feedback](#)

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

888

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

850

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution systematically evaluates the learning levels of students through diagnostic assessments, classroom

interactions, and performance analysis. Based on the outcomes, it organizes targeted programs to cater to the needs of both advanced learners and slow learners.

For advanced learners, enrichment activities such as participation in academic competitions, research projects, workshops, and advanced-level coursework are provided to challenge and stimulate their intellectual growth. They are also encouraged to take up leadership roles, mentor their peers, and engage in interdisciplinary learning.

For slow learners, the institution conducts remedial classes, personalized mentoring sessions, and skill-building workshops. Additional support is offered through peer tutoring, bridge courses, and frequent performance reviews to monitor progress and build foundational skills.

Parents are invited at the end of semester to interact with concerned Class mentors and course handling faculty members to discuss the progress of their wards. Mentor-mentee relationship is followed in our institution.

These initiatives reflect the institution's commitment to creating an inclusive and supportive learning environment that nurtures the potential of every student, ensuring academic excellence and holistic development.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2671	**107**

File Description	Documents
Any additional information	[View File](#)

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

Our college strives to integrate experiential, participatory, and problem-solving methodologies by devising innovative teaching-learning methodologies that bring a profound learning experience for the divergent students in the digital era.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Language Lab, Industrial Visits, Management games, Marketing Activity, Field Work, Discussions and debates on contemporary issues and Projects are some of the means utilize by the Departments to provide experiential and participative learning.

Written Assignments are required to be submitted by students and these need to be done individually to enhance confidence, develop writing skills. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear and develop oratory prowess.

Apart from these, in addition to this courses in BBA, BCA, ECS, MSW, M. S,c Computer Science, M.Com etc. involve field work, internship, projects and so on which help students acquire experiential learning and problem solving ability.

All the Departments encourage their students to gain and increase problem-solving skills and motivate their students to participate in various inter-college and intra-college technical competitions.

By integrating these methods, the institution creates an inclusive and dynamic learning environment that empowers students to achieve their full potential.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution emphasizes the ICT tools to enhance the teaching-learning process and ensure effective knowledge

delivery. Teachers utilize a variety of ICT-enabled tools such as interactive whiteboards, multimedia presentations, e-learning platforms, virtual labs, and subject-specific software to create engaging and dynamic lessons. This approach not only enhances the quality of education but also equips students with essential digital literacy skills for the modern world

Digital resources like videos, animations, and simulations are employed to simplify complex concepts, making learning more accessible and relatable. Online platforms are leveraged for collaborative learning, assessments, and real-time feedback, fostering an interactive and student-centered learning experience.

The labs are updated with latest software and Library is equipped with Digital Library resources for students and faculty. Seminar halls are equipped with all digital facilities.

The college is 'going green' and saving paper through the extensive use of ICT resources and other computing and storage facilities such as Google Drive.

By adopting ICT-enabled teaching methodologies, the institution not only improves the quality and accessibility of education but also prepares students to thrive in a technology-driven world.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

24

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

756

File Description	Documents
Any additional information	[View File]
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has implemented a transparent and robust mechanism for internal assessment, ensuring fairness, consistency, and regularity in evaluating student performance. The internal assessment process is conducted with a structured approach, encompassing a variety of modes and a well-defined frequency to provide a comprehensive evaluation of students' academic progress.

The institution adopts a standard procedure as per UNOM guidelines for assessing the students' academic performance through internal assessments.

1. Test - 10
2. Assignment - 5
3. Seminar - 5
4. Attendance - 5

Total - 25 Marks

A transparent evaluation pattern is formulated and communicated to the faculty, students, and stakeholders.

The assessment criteria and weightage are communicated clearly to students at the beginning of each academic term through Academic Calendar to maintain transparency.

This transparent and robust system not only builds trust but also motivates students to perform consistently while fostering a culture of academic excellence and continuous improvement.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://mgcchennai.ac.in/Welcome/Internal Examinations

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The institution has implemented a transparent, time-bound, and efficient mechanism to address grievances related to internal and external examinations. A clear and accessible grievance redressal process is in place, allowing students to raise concerns regarding evaluation, marking, or any discrepancies in a structured and fair manner.

Students' grievances and complaints regarding internal exams are clarified by the exam committee which constitutes of Principal, COE, senior faculty members to address examination related grievances. Consolidated CIA marks is presented by the course teacher to the students to endorse the correctness of the marks. In case of any discrepancy, the teacher verifies the marks and rectifies, if not he/she approaches the Head of the Department for solving the issue who in turn seeks clarification with the course teacher and resolves the issue.

Grievances based on spelling errors, dates of birth, and other omissions are addressed through H.O.Ds to exam committee, which is forwarded to the university. The grievances caused during external exams are addressed and represented by the college exam committee to the University of Madras

This transparent, time-bound, and efficient grievance redressal process ensures that students' concerns are addressed in a fair and timely manner, fostering trust in the examination system and upholding the institution's commitment to academic integrity.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The College is affiliated to the University of Madras and follows the curriculum as designed by the University. These outcomes are systematically aligned with the institution's academic goals and the expectations of the respective disciplines.

Program and course outcomes are clearly stated and published on the institution's official website, making them accessible to all stakeholders, including students, faculty, and parents. This ensures full transparency and allows all parties to understand the knowledge, skills, and competencies that students are expected to acquire by the end of each program and course.

Faculty members are encouraged to incorporate these outcomes into their course planning and teaching strategies to ensure alignment between instruction and desired learning goals.

Students are also made aware of the program and course outcomes at the beginning of each semester through course syllabi, orientation programs, and dedicated sessions. This enables students to understand the learning objectives and outcomes they are expected to achieve, guiding their academic journey.

By clearly stating and communicating the program and course outcomes, the institution ensures that all stakeholders are aligned in their expectations, providing a focused and structured approach to achieving academic success.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution regularly evaluates the attainment of Program

Outcomes (POs) and Course Outcomes (COs) to assess the effectiveness of its academic programs and ensure that the desired learning objectives are being met. This evaluation is conducted using a variety of assessment tools and methods, both direct and indirect, which include examinations, quizzes, assignments, projects, presentations, practical assessments, and surveys.

Faculty members play a key role in this process by reviewing student performance and providing feedback on how well the outcomes have been met throughout the course.

In addition to student performance, the institution also considers feedback from stakeholders, such as alumni, industry experts, and employers, to evaluate the relevance and applicability of the program and course outcomes in real-world scenarios. This external feedback provides valuable insights into whether the outcomes align with the expectations of the job market and industry standards.

The results of the evaluation are used to identify areas of improvement in the curriculum, teaching methods, and assessment strategies.

Through this process, the institution ensures that the attainment of Program and Course Outcomes is effectively monitored and that the academic offerings remain relevant, rigorous, and aligned with educational and professional standards."

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

731

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/2_7_1_SSS_Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has strategically developed a robust and interconnected ecosystem to foster innovation, creativity, and knowledge advancement. This ecosystem is built on the principles of collaboration, inclusivity, and sustainability, serving as a foundation for transformative ideas and groundbreaking solutions.

Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized through Institution Innovation Cell. During these programs students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field.

Efforts has been taken to bridge the gap between academia and society through outreach programs aimed at addressing societal issues.

Through these initiatives, the institution not only drives the creation of new knowledge but also ensures its effective dissemination and application. This integrated approach reinforces its commitment to delivering measurable impact on global challenges, advancing industries, and enriching communities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

12

File Description	Documents
Report of the event	[View File](#)
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution actively engages in extension activities within its neighborhood community, fostering meaningful connections and addressing pressing social issues. These initiatives are designed to sensitize students to the challenges faced by society, instilling a sense of responsibility and empathy.

Through a diverse range of programs in collaboration with local healthcare providers to ensure access to essential medical services and preventive care, medical camps, blood donation drives, and mental health awareness sessions were organized.

Students were motivated to engage themselves in Environmental

Conservation Projects like tree plantation drives, clean-up campaigns, and renewable energy awareness programs to promote environmental sustainability.

These activities not only contribute to the betterment of the community but also play a pivotal role in the holistic development of students in par with our vision. By engaging with diverse social realities, students develop critical thinking, leadership qualities, and a deeper understanding of their role in building an equitable and sustainable society.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

17

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1164

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

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 equipment etc.

The institution is committed to providing a robust infrastructure and physical facilities that ensure a high-quality teaching-learning experience for students and faculty.

Classrooms

- Spacious, well-ventilated classrooms designed to foster a comfortable learning environment.
- Flexible seating arrangements to support traditional as well as collaborative teaching methods.

Laboratories

- Dedicated computer labs with high-performance systems and specialized software for programming.
- Regularly updated with modern equipment and tools to ensure students gain hands-on experience with industry-relevant technology.
- Advanced computing infrastructure with high-speed internet and Wi-Fi connectivity available across the campus.

Library Resources

- A well-stocked library housing a wide range of books, journals, and reference materials across disciplines.
- Access to e-resources, including e-books, e-journals, and online databases.

Additional Facilities

- Seminar halls and conference rooms equipped with advanced multimedia systems for academic and professional events.
- Well-maintained physical infrastructure such as ramps, elevators, and accessible restrooms to ensure inclusivity for differently-abled individuals.

Maintenance

- A dedicated team for the regular maintenance and upgrading of infrastructure to ensure facilities remain in excellent condition.
- Periodic feedback from stakeholders to identify and address gaps in infrastructure or resources.

The institution continuously invests in upgrading its infrastructure to adapt to the dynamic needs of modern education standards

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The institution provides comprehensive facilities to support cultural activities, sports, and wellness programs ensuring an environment that supports the all-round development of students and staff.

Cultural Activities

- A spacious and well-equipped auditorium with modern sound, lighting, and stage equipment for hosting cultural

events, seminars, and workshops.

- Regularly organized cultural festivals to showcase and nurture the artistic talents of students.

Sports and Games

- Well-maintained fields and courts for a variety of sports, including football, cricket, basketball, volleyball, and tennis.
- Athletic tracks for running and other track-and-field events.

Gymnasium and Fitness

- A fully equipped gymnasium with facilities for cardio, strength training, and functional workouts.
- Special wellness programs and stress-relief workshops designed for students and staff.

Recognition and Motivation

- Awards, scholarships, and certificates to recognize and encourage outstanding achievements in cultural and sports activities.
- Opportunities for students to represent the institution at regional, national, and international levels.

These facilities reflect the institutions commitment to fostering a balanced and vibrant campus life, encouraging students to explore their talents, stay active, and maintain a healthy lifestyle while excelling in academics.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The institutions library is automated using the advanced and feature-rich Integrated Library Management System (ILMS), Koha.

Catalog and OPAC:

- **Koha maintains a centralized and comprehensive catalog of library resources, including books, e-books, journals, and multimedia materials.**
- **Koha also offers an intuitive and user-friendly OPAC, allowing students, faculty, and staff to search library holdings remotely.**
- **Features advanced search options based on author, title, subject, and keywords.**

Circulation Management:

- Automated check-in and check-out processes are supported through barcoded or RFID-enabled membership cards and resources.
- Koha simplifies loan management, including issuing, returning, and renewing library materials.
- Automated notifications via email or SMS for overdue items, reservations, and reminders.

Digital Resource Integration:

- Koha integrates seamlessly with digital repositories, e-resources, and databases.
- Facilitates access to e-books, e-journals, and previous years' question papers through OPAC.

User Accounts and Personalization:

- Individual user accounts for library members provide access to borrowing history, due dates, and personalized recommendations.
- Users can place hold requests and receive real-time updates on the status of their reserved items.

With Koha, the institution's library has transformed into a modern, technology-driven knowledge hub, providing seamless access to resources and enhancing the academic and research experience for all stakeholders.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://mgcchennai.ac.in/Welcome/Library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

8 LACS

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

123

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is committed to staying at the forefront of technological advancements by frequently upgrading its IT facilities to meet the dynamic needs of students and staff.

The entire campus is enabled with high-speed Wi-Fi

connectivity, ensuring uninterrupted internet access for academic, research, and administrative purposes. Multiple access points are strategically installed to provide strong and reliable coverage in classrooms, laboratories, libraries, hostels, and common areas. Bandwidth capacity is periodically reviewed and upgraded to accommodate increasing user demands and ensure seamless access to online resources.

Regular updates to IT security protocols, including firewalls, antivirus software, and secure access systems, to protect data and ensure a safe digital environment. Implementation of user authentication and role-based access control for secure Wi-Fi usage. A dedicated IT support team is available to resolve technical issues promptly.

Classrooms are equipped with, projectors to facilitate innovative teaching methods. Transition to paperless workflows supported by digital communication platforms and cloud-based document management systems.

By frequently updating its IT facilities, including Wi-Fi, the institution fosters an environment conducive to academic excellence, research innovation, and effective collaboration. These initiatives ensure that all stakeholders have access to modern, reliable, and secure IT services, enabling them to thrive in a technology-driven world.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

173

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

290

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

The institution has established robust systems and procedures for maintaining and utilizing its physical, academic, and support facilities—including laboratories, library, sports complex, computers, classrooms, and other essential infrastructure.

Regular Inspections

- Periodic inspections are conducted to assess the condition of physical infrastructure such as buildings, classrooms, and laboratories.
- Maintenance logs are maintained to track and schedule repairs or upgrades.

Housekeeping Services

- **Dedicated housekeeping staff ensures the cleanliness and hygiene of classrooms, corridors, washrooms, and common areas.**

Annual Maintenance Contracts (AMC)

- **Critical systems, including electrical, plumbing, and air-conditioning units, are maintained under AMCs with certified vendors.**

Inventory Management

- **Laboratories maintain detailed inventories of equipment, chemicals, and consumables, ensuring timely replenishment and reducing wastage.**

Standard Operating Procedures (SOPs)

- **SOPs are implemented for the safe handling and operation of laboratory equipment.**
- **Periodic calibration and servicing of equipment are undertaken to ensure accuracy and reliability.**

Furniture and Fixtures

- **Classroom furniture is inspected regularly for repairs or replacements to maintain comfort and safety.**

Energy Efficiency

- **Energy-saving practices, such as the use of LED lighting and scheduled maintenance of electrical fixtures, are implemented.**

These practices ensure the efficient and effective functioning of all resources, contributing to a conducive environment for learning, teaching, and extracurricular activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mgcchennai.ac.in//admin/pdf/Maintenance_Policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

383

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

171

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and	**A. All of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	https://mgcchennai.ac.in/StudentsCorner/BestPractices
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1908

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1908

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

120

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

92

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	[View File](#)
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

29

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

37

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The students' Associations of the college are very active and function in a dynamic way. Each academic year begins with the

nomination of the students from each class of the departments.
. Office bearers are elected from the nominated students.
Convenors and co-convenors are elected from III and II year
respectively. Four associations such as Sports, Cultural, Tamil
and English are formed.

The students Associastion play an integral role in organizing
all kinds of college activities such as Inter-Collegiate
cultural activities, Inter-Collegiate Sports Meet and
Tournaments.

The student representatives from individual department take
charge of inter departmental activities. The unstinted support
provided by the Principal, staff members and Management have
been crucial in guiding the Students to shoulder various
responsibilities with perfection.

On the academic front, students commit themselves in
coordinating and arranging symposiums, inter collegiate
workshops, conferences, and seminars. The Office Bearers along
with the convenors and co-convenors collaborate in celebrating
festivals like Christmas, Onam, Pongal and other traditional
festivals.

In short, the contribution of the students at every step has
been pivotal in the proper functioning of the college.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/StudentsCorner/StudentCouncil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

369

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni play a significant role in strengthening their alma mater, with values and virtues tinged with academic excellence. The Alumni Association of the college was registered under the title "Mar Gregorios College Alumni Association" with registration no: SRG Chennai North 263/2020 on 17/08/2020.

Office bearers are elected from the Alumni and the meetings are conducted regularly. Such meetings are mutually essential for the institution as well as the alumni

The alumni visit the institution to deliver guest lectures and seminars for the students in their areas of expertise and they motivate the young and dynamic minds. The alumni community always keeps in touch with the college and it is a close and well-knit body that always has the growth of the organization as its major concern. Alumni meet at the department level also takes place.

Each alumnus considers his or her sole responsibility in shaping the future of their alma mater. Students training programmes (SRT) are arranged periodically, and the members of the alumni association who are in responsible position as HRs are very much keen on building the career of their alma mater by providing placements in various fields

Alumni make a considerable impact on the functioning of the institution. Their views are respected and taken into

consideration.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/StudentsCorner/OfficeBearers
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   `E. <1Lakhs`

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

All activities organized by the college reflect its Vision statement and are oriented towards the fulfillment of the same.

To pursue values

The College attempts to instill core human values (Moral, Spiritual, Ethical and Professional) in its students. This is realized through activities/ programmes such as Value Education, Prayer Fellowship which includes Praise and Worship, Testimony, Word of God, Prayer Request, Rosary Prayer, College Prayer and Choir and 'Thought from the Bible'.

The college groom the students in various areas in addition to academics to provide a comprehensive and high-quality education.

To promote originality and creativity among students

Through programs and activities like the Entrepreneurial Development Cell (EDC), the Consumer Club, the Creative Club, extracurricular sports and other activities the institution offers its students ample opportunities to be creative.

Humanitarian work and social responsibility

The FIVE LOAVES program, in which college personnel and students donate food each day to the needy, is the first step toward serving humanity. This is when the "concept of sharing" starts. Additionally, the infirmary is essential to guaranteeing students' physical well-being.

Through effective governance, the institution not only achieves its goals but also upholds its commitment to creating a meaningful and lasting impact on its students, staff, and the broader community.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/Welcome/MissionVision
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

An institution's success stems from the collective efforts of all those who strive to realize its mission. Mar Gregorios College faculty perform various administrative responsibilities that support and advance the institution's participative management culture. The faculty and students be part of committees related to academic, administrative, extra-curricular, and co-curricular activities. They are motivated to acquire leadership abilities by overseeing multiple extracurricular, academic, and activities outside of the classroom. The College has created a decentralized system for decision-making to suggest, create, formulate, and implement plans.

CASE STUDY

IIC - WorKshop on "Entrepreneurship and Innovation as career opportunity".

Institution's innovation cell conducted the workshop on "Entrepreneurship and Innovation as career opportunity". The programme was a significant step towards fostering a culture of participative management within the college. The programme

engaged all stakeholders of the college in the decision-making process.. The workshop is an embodiment of establishing a collaborative network among faculty, staff, and students to promote ongoing dialogue. It also helped the college enhance innovation, improve morale, and create a more inclusive environment. The commitment demonstrated by participants highlights the potential for successful implementation of these practices in future. The programme aims, to continue support, and promote participative management initiatives.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/StudentsCorner/InnovationCell
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution holds committee meetings to implement the strategic and perspective plan, and the perspective plan is presented for public discussion.

Every year, perspective plans are developed and implemented through budgetary allocation, academic and administrative activities, action plans, and periodic reviews of the corresponding results to guarantee that the strategic plan is achieved. Through effective teaching-learning techniques, assessment, and student-centered initiatives, the Internal Quality Assurance Cell (IQAC) is dedicated to delivering high-quality higher education and student support services. The goal of IQAC is to institutionalize and uphold quality in all its operations, including research, teaching, learning, and extension.

According to the curriculum, the college's teaching and learning activities are enhanced by field trips, educational tours, and industrial tours, which give students real-world experience. The college has demonstrated its dedication toproviding students with an outstanding educational experience through all its actions. Continuous monitoring of the curriculum taught and maintaining standards is also ensured by frequent monitoring through meetings.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mgcchennai.ac.in/Welcome/Organogram
Upload any additional information	**No File Uploaded**

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

Policy Framework

- **The institution operates under a well-defined set of policies that govern academic, administrative, and operational activities.**
- **Policies are formulated with inputs from stakeholders and are periodically reviewed to adapt to changing needs and challenges.**

Administrative Setup

- **The administrative hierarchy is structured to ensure clarity in roles and responsibilities, promoting accountability and efficiency.**
- **Key bodies such as the Governing Board, Academic Council, and Administrative Committees work collaboratively to oversee academic and operational activities.**

Appointment and Service Rules:

- **Recruitment and appointment processes are merit-based, ensuring transparency and fairness.**
- **Service rules are well-documented, covering aspects such as terms of employment, performance appraisal, career progression, and grievance redressal.**
- **Periodic training and professional development opportunities are provided for faculty and staff to enhance their effectiveness.**

Grievance Redressal Mechanisms

- **Effective grievance redressal systems ensure prompt**

resolution of issues related to students, faculty, and staff.

Feedback Mechanisms

- Structured feedback systems from stakeholders, such as students, faculty, and alumni, are used to improve policies and procedures.

Thus the institutional bodies function with a high degree of effectiveness and efficiency, as demonstrated by their transparent policies and structured administrative setup. The efficient functioning of these bodies not only supports institutional growth but also enhances stakeholder satisfaction and trust.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in/Welcome/InstitutionalPolicies
Link to Organogram of the institution webpage	https://mgcchennai.ac.in/Welcome/Organogram
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution prioritizes the well-being of its teaching and non-teaching staff through a range of effective welfare measures. These initiatives reflect a commitment to creating a supportive, inclusive, and motivating work environment that promotes professional growth, personal development, and overall satisfaction.

Financial Benefits

- Provident Fund and Gratuity: Contributions toward provident fund and gratuity to ensure long-term financial security.
- Rewards: Cash rewards for producing 100% results and centum in end semester examinations to recognize and encourage excellence in work.

Health and Well-being

- Medical Insurance: Comprehensive health insurance plans for staff.
- Health Camps: Periodic health check-ups and wellness programs.

Leave Benefits

- Paid Leave: Provisions for maternity, medical,and casual leave to support staff during personal and family needs.
- Special Leave: Sabbaticals and study leave for teaching staff pursuing advanced studies or research.

Professional Development

- Training and Workshops: Regular skill enhancement programs, workshops, and seminars for faculty and staff.
- Support for Higher Education: Financial aid or leave for pursuing higher studies or specialized certifications.

The institution's welfare measures for teaching and non-teaching staff ensure a balanced and supportive work environment. These measures underline the institution's commitment to valuing and empowering its workforce as a vital part of its success.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in//admin/pdf/MGC_C6_6_3_1_EMPLOYEES_HANDBOOK.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

107

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has implemented a well-structured and transparent Performance Appraisal System (PAS) for both teaching and non-teaching staff. This system is designed to

evaluate individual contributions, encourage professional growth, and ensure accountability. It aligns with institutional goals and promotes a culture of excellence by recognizing and rewarding performance while identifying areas for improvement.

Faculty members submit self-appraisal reports annually, detailing their contributions to teaching, research, and extracurricular activities.

Anonymous feedback is collected from students to evaluate teaching effectiveness and classroom engagement. Inputs from peers and the HOD provides a broader perspective on faculty contributions to teamwork and departmental goals.

Supervisors assess the non-teaching staff's problem-solving abilities, teamwork, and overall contributions to the institution.

The Performance Appraisal System of the institution is a well-rounded mechanism that ensures the professional growth of teaching and non-teaching staff while aligning individual contributions with institutional goals.

By maintaining transparency, fairness, and accountability, the system fosters a culture of continuous improvement, enhancing both staff satisfaction and institutional excellence.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution ensures financial accountability and transparency by conducting regular internal and external financial audits.

Internal Financial Audits are conducted to monitor day-to-day financial operations and to detect and rectify discrepancies at

an early stage.

The finance committee reviews the findings and collaborates with the concerned departments to address and resolve the objections. Corrective actions, such as revising processes or updating records, are implemented promptly.

External Financial Audit is conducted annually by the auditor from authorized external audit firms. The following assessments are done during the audit:

- Examination of annual financial statements, including income, expenditures, and balance sheets.
- Verification of statutory compliance with tax laws, provident fund regulations, and other financial obligations.
- Review of grants, endowments, and donations to ensure proper utilization.
- Assessment of fixed assets, liabilities, and inventory management.

Resolution of Audit Objections:

- External auditors present their observations in an audit report, highlighting major findings and recommendations.
- The finance committee, along with institutional leadership, reviews the audit report.
- A compliance report is submitted to the auditors to confirm the resolution of identified issues.

Through systematic mechanisms for resolving audit objections, the institution ensures compliance, enhances operational efficiency, and fosters stakeholder confidence in its financial practices.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Effective mobilization of funds and optimal utilization of resources are crucial for the financial sustainability and growth of any institution.

Student Fees

- **Tuition and Other Fees: A significant portion of funds comes from tuition fees, examination fees, and other institutional charges.**
- **Fee Concessions and Scholarships: Fee structures are balanced to ensure inclusivity while maintaining financial sustainability.**
- **Endowments and Scholarships: Alumni and well-wishers establish endowments to fund scholarships and academic prizes.**

Budget Planning and Allocation

- **Annual Budget: A comprehensive annual budget is prepared based on institutional priorities, ensuring alignment with strategic goals.**
- **Departmental Budgets: Departments are allocated funds based on their requirements for academic, research, and extracurricular activities.**

Resource Optimization

- **Infrastructure Utilization: Classrooms, laboratories, and auditoriums are utilized effectively by scheduling**

academic and co-curricular activities.
- **Energy Efficiency:** Sustainable practices, such as solar power, energy-efficient lighting, and water conservation, reduce operational costs.
- **Digital Transformation:** Investments in technology reduce paperwork and streamline administrative processes.

Maintenance of Resources

- **Infrastructure Maintenance:** A portion of the budget is reserved for regular maintenance and repairs of buildings, equipment, and facilities.
- **Asset Management:** An inventory system tracks and manages assets to prevent misuse or underutilization.

The institution's strategies for mobilization of funds and optimal utilization of resources reflect a balanced approach toward financial sustainability and growth.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in fostering a culture of quality within the institution by developing, implementing, and monitoring quality assurance strategies and processes.

Development of Quality Assurance Strategies

- **IQAC formulates policies for improving academic standards, administrative efficiency and stakeholder satisfaction.**
- **Develops and disseminates SOPs for various institutional processes to ensure uniformity and quality.**

Academic Quality Initiatives

- **Facilitates regular curriculum reviews, incorporating**

feedback from stakeholders to ensure relevance and rigor.
- Organizes workshops, seminars, and training programs for faculty to enhance teaching methodologies, research capabilities, and professional development.
- Promotes the implementation of OBE by defining and assessing program outcomes (POs), course outcomes (COs), and learning objectives.

Student-Centric Practices

- Implements structured feedback systems from students, alumni, and employers to identify areas of improvement.
- Encourages the introduction of skill-based courses, value-added programs and career guidance initiatives.
- Enhances student support services such as mentoring, counseling, and grievance redressal.

Infrastructural Improvements

- Promotes the use of technology in administration through Enterprise Resource Planning (ERP) and e-governance.
- Implements eco-friendly practices such as waste management, energy conservation, and sustainable infrastructure development.

Quality Audits and Monitoring

- Academic Audits
- Administrative Audits
- Annual Quality Assurance Report (AQAR)

IQAC ensures the institution remains responsive to changing educational dynamics, achieving its vision of academic and administrative excellence.

File Description	Documents
Paste link for additional information	https://iqac.mgcchennai.ac.in/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution, through its Internal Quality Assurance Cell (IQAC), conducts periodic reviews of teaching-learning processes, structures, methodologies, and learning outcomes.

Teaching-Learning Process Review

- Curriculum Review: The IQAC ensures regular reviews of the curriculum in collaboration with faculty, students, and industry experts.
- Technology Integration: The use of technology in the is monitored, ensuring it enhances learning and engagement.

Structures and Methodologies of Operations Review

- Academic Structure: The academic framework, including course offerings, academic schedules, and departmental goals, is periodically reviewed to ensure it aligns with institutional objectives and industry requirements.

- Infrastructure and Resource Utilization: Reviews are conducted on the availability and optimal use of academic resources like classrooms, laboratories, libraries, and sports facilities.
- Outcome-Based Education (OBE) Implementation: The IQAC ensures that learning outcomes for each program and course are clearly defined, measurable, and aligned with industry and academic standards. Regular assessments of student achievements in relation to these outcomes are carried out.
- Assessment Methods: The effectiveness of various assessment tools (e.g., exams, assignments, projects, and presentations) is reviewed to ensure they accurately measure student learning and reflect the course objectives.

This review process ensures that the institution remains adaptable and responsive to evolving educational needs, fosters continuous improvement, and upholds the highest standards of academic quality.

File Description	Documents
Paste link for additional information	https://mgcchennai.ac.in//admin/pdf/Policies_for_Teach_learng.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mgcchennai.ac.in//admin/pdf/Annual_Day_Report_-_revised.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equality ensures equal opportunities, rights, and treatment for all individuals, regardless of gender. As a co-educational institution, the college is committed to upholding these principles by providing equal rights, responsibilities, and opportunities to all students, regardless of gender identity. The college rules and policies governing admissions, recruitment, administration, and academics are designed to

protect the interests of both students and staff without any gender-based discrimination.

To ensure student safety, the campus maintains a secure environment. Security personnel are stationed at all entry points to monitor and control access, while CCTV cameras are strategically installed in key areas to provide 24/7 surveillance throughout the year.

The college has all the necessary facilities to support students' academic success. Accessibility features such as lifts, ramps, and restrooms are provided for Divyangjan (differently abled) students. Fire safety measures, including extinguishers, are installed on every floor. Electrical safety is managed by a qualified electrician, with proper earthing systems in place to prevent electric shocks.

First aid kits are available in NSS, NCC, department staff rooms, the sports room, and the college office. The college has also established connections with nearby hospitals for emergency medical needs. A dedicated girls' common room is available and provides essential facilities to ensure privacy and comfort.

File Description	Documents
Annual gender sensitization action plan	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/Action_plan_Activities.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/Facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college is committed to fostering a cleaner, greener, and healthier environment. To achieve this, it emphasizes reusing and recycling campus-generated waste through systematic waste management practices. Dustbins are strategically placed across the campus, and a dedicated maintenance team ensures waste is collected and disposed daily.

Broken furniture is repaired in-house, while electrical items are either repaired or responsibly disposed of through e-waste protocols in collaboration with external vendors

The institution has also implemented composting practices to manage biodegradable waste. Food and organic waste from the canteen are processed into compost which is used as fertilizer in the campus gardens.

Electronic equipment is utilized to its full potential, with minor repairs handled by laboratory assistants and Technical Assistants. The major repairs are managed by a qualified electrician. UPS batteries are recharged, repaired, or exchanged by suppliers, ensuring sustainability. Waste compact discs and other non-hazardous items are creatively repurposed by students for decorative purposes during college events, reflecting the institution's commitment to waste management and environmental consciousness.

The campus has also integrated energy-saving initiatives, such as the installation of solar panels, to minimize its carbon footprint. Tree plantation drives are regularly organized to enhance greenery and contribute to better air quality. These measures collectively reinforce the college's dedication to preserving the environment and promoting sustainability.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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 Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives 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	B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	[View File](#)
Details of the Software procured for providing the assistance	[View File](#)
Any other relevant information	[View File](#)

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To cultivate a generation of youth with noble attitudes and strong moral responsibility, the college organizes various activities aimed at promoting ethical, cultural, and spiritual values among students and staff. To foster emotional and religious awareness, the campus celebrates commemorative days that encourage a sense of unity and social harmony.

In recognition of the nation's diversity, the college conducts an Orientation Programme for first-year students. This inaugural session features readings from the Bible, Quran, and Bhagavad Gita—the sacred texts of Christianity, Islam, and Hinduism—by second- and third-year students.

To preserve and celebrate linguistic and cultural diversity, the KULAM & PULAM Tamil Literary Association provides platforms for students to enhance their knowledge of the Tamil language and showcase their linguistic talents. Its initiatives inspire students to appreciate the richness of Tamil culture and literature. Likewise, the UMANG Association of the Hindi Department celebrates National and International Hindi Day through events such as literary competitions, translation exercises, poetry recitations, and essay writing contests.

Through these efforts, the college aims to foster an inclusive environment that promotes tolerance and harmony among individuals from diverse cultural, regional, linguistic, communal, and socioeconomic backgrounds. These initiatives prepare students to be compassionate and responsible citizens, equipped to contribute positively to a multicultural and interconnected world.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

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

Our institution is deeply committed to providing a holistic education that fosters academic excellence while instilling a sense of responsibility and awareness among students. Central to our philosophy is sensitizing students to their constitutional rights, values, duties, and responsibilities.

Key to this commitment our celebrations of national pride and unity, such as Republic Day on January 26th and Independence Day on August 15th.

In addition to these events, MGC observes important occasions like Constitutional Day, National Unity Day, Human Rights Day and Programs such as guest lectures, seminars, and awareness campaigns are organized through the National Service Scheme (NSS) to deepen students' understanding of social and civic issues.

Students are actively encouraged to participate in spreading awareness on social issues such as road safety, environmental conservation, and regularly engage in cleaning activities.

As part of its commitment to community service, the institute conducts annual blood donation drives and medical camps through Youth Red Cross (YRC) and the Red Ribbon Club (RRC). These activities not only save lives but also cultivate a sense of empathy and civic duty among students.

MGC's holistic approach ensures that students graduate not only as academically accomplished individuals but also as socially conscious and ethically driven citizens, ready to contribute meaningfully to the nation and the world.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/7_1_9_Activities.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed	A. All of the above

File Description	Documents
on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

At our institution, the celebration of national days serves as a powerful means to instill patriotism and a sense of unity among students. These events have become an integral part of the learning experience, fostering a strong cultural bond and enriching students understanding of diverse traditions. By celebrating national days and festivals students gain deeper respect for each other's customs and values, which promotes harmony and inclusivity within the community.

Our institution's clubs have also played a vital role in commemorating days that align with social, environmental and cultural values like NSS Day, Pulwama Day, World Environment Day, International Day Against Drug Abuse, International Yoga Day, Youth Awakening Day, Unity Day, National Constitution Day, World AIDS Day.

The college also places great emphasis on celebrating pivotal national days including, Independence Day (August 15), Republic Day (January 26), Teachers' Day (September 5), Gandhi Jayanthi (October 2), Dr. A.P.J. Abdul Kalam's Birthday (October 15). These occasions are marked by enthusiastic participation from both staff and students, with a variety of activities such as

flag hoisting, cultural performances and thematic speeches.

Through these celebrations, the institution not only preserves cultural traditions but also encourages awareness of global and national issues.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE – I Title of the Practice: Five Loaves Plan Objectives of the Practice

- To inculcate the joy of giving.
- To feed the needy.
- To enable students to experience happiness and satisfaction by helping the needy.

The Context

The aim is to feed the hunger.

The Practice

Students are encouraged to bring any food item of their choice and convenience to the Five Loaves Room. The food is stored in the refrigerator and made available to students during break time.

Evidence of Success

Success is evidenced by an increasing number of students showing immense interest in bringing food. The number of people benefiting from this plan is also rising day by day.

BEST PRACTICE – II Title of the Practice: Library User Awards

Objectives of the Practice

- To motivate library users by rewarding their dedication.
- To promote library usage.
- To boost student morale and reading habits.

The Context

The aim is to develop reading behaviors within the student community.

The Practice

Students are encouraged to visit the library frequently to improve their reading habits.

Evidence of Success

Success is evidenced by increasing students showing immense interest in visiting the library frequently.

File Description	Documents
Best practices in the Institutional website	https://iqac.mgcchennai.ac.in/Welcome/BestPractices
Any other relevant information	https://aqar-2023-24.mgcchennai.ac.in//admin/ssrfiles/Geotag.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Directed by the mission, MGC aspires to deliver quality education, foster skill development, and promote creativity, with a strong focus on holistic development. The visionary behind MGC, BENEDICT MAR GREGORIOS, the LATE ARCHBISHOP of the Thiruvananthapuram Archdiocese, continues to inspire through his motto, "Sneham Mamadeepam," which translates to "Love is my Light." MGC adheres to his principles in all its endeavors, striving to uphold his vision. Both staff and students actively contribute to society by assisting the underprivileged through

various outreach programs.

Outreach activities empower individuals and communities by equipping them with knowledge, resources, and support to initiate positive transformations in their lives. These programs encourage community members to take responsibility for their well-being and engage in decision-making processes that affect their futures.

Furthermore, outreach activities offer opportunities to gather feedback, assess outcomes, and measure the effectiveness of initiatives. Various departments, clubs, and cells at MGC have organized impactful outreach programs, with active participation from students.

Ultimately, outreach programs are vital for driving social change, enhancing community welfare, and fostering stronger, more resilient societies. They enable organizations to connect with the communities they serve, understand their needs, and collaborate towards shared goals.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

Plan of Action for the next academic year

- To facilitate Faculty and Student Exchange Programmes with Other Academic Institutions and Linkages
- To organise more workshops, seminars and conferences
- Strengthening Academic-Industry interface
- To facilitate continuous upgradation and updating of knowledge & use of technology, by faculty and students.
- Strengthening the Alumni database & their contribution
- To create an Incubation Centre for encouraging students and supporting students to start their own business ventures
- Increasing number of ICT enabled rooms
- To motivate students to enrol for NPTEL and MOOC Courses
- Expand the use of Learning Management Systems (LMS) and

digital tools.
- Promoting sustainable habits among students and staff.
- Explore funding opportunities through grants, alumni contributions, and sponsorships.