



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	AL-AMEEN ARTS, SCIENCE AND COMMERCE COLLEGE
• Name of the Head of the institution	Dr. P Sartaj Khan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08022246565
• Mobile No:	9945175640
• Registered e-mail	alameendegreecollege@gmail.com
• Alternate e-mail	psartajkhan334@gmail.com
• Address	Hosur Road, Nea Lalbagh Main Gate
• City/Town	Bengaluru
• State/UT	Karnataka
• Pin Code	560027
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Bengaluru City University				
• Name of the IQAC Coordinator	Mr. Mirza Ali Abbas				
• Phone No.	9945175640				
• Alternate phone No.	08022222402				
• Mobile	973988334				
• IQAC e-mail address	alameendegreeiqac@gmail.com				
• Alternate e-mail address	alameendegreecollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://alameendegreecollege.org/pdf/pdfuploads/AQAR_2020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://alameendegreecollege.org/pdf/pdfuploads/BYVlna_Calendar-of-events-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	3	2002	12/11/2002	11/11/2007
Cycle 2	B	2.84	2009	08/03/2009	07/03/2014
Cycle 3	A	3.04	2016	11/03/2016	10/03/2021
Cycle 4	B	2.43	2024	22/02/2024	21/02/2029
6.Date of Establishment of IQAC			02/03/1998		
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	00	
8.Whether composition of IQAC as per latest			Yes		

NAAC guidelines	
• Upload latest notification of formation of IQAC	No File Uploaded
9.No. of IQAC meetings held during the year	7
• 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)	
Awareness program on 'The Right of Minorities' was organized.	
Conducted Voter"s day in association with BBMP.	
Organized Blood Donation Camp and various health camps.	
Swatach bharat abhiyan- Litter free campus, drugs De-addiction Program , Plastic free Activity, Cancer awareness program were conducted.	
An Environment friendly Certificate program was organized in association with Dell Technologies.	
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
Encourage faculty members and students to attend FDP's, Workshops, etc.	Faculty & students attended a workshops, FDP.
Encourage faculty members to present paper	Musarath Banu, tasneem Amina, Farha Naaz published Papers.
Encourage students to take up minor research project	Students presented their project to Dr. Inayath Ulla and approved.
Mentoring students to register for SWAYAM courses and MOOC courses	Many students completed the course
Conducting inter class literary, cultural and sports activities	Conducted successfully inter class literary, cultural and sports activities
Educational trips, Industrial visits	B.SC dept visited Pondicherry, Arts Students visited KSIC, PG & UG Commerce students visited toy factory.

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

Name	Date of meeting(s)
Management of Al-Ameen Educational Society	23/03/2023

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-2023	15/03/2024

15. Multidisciplinary / interdisciplinary
The National Education Policy (NEP) lays out a vision for a new education system in Karnataka for the academic year 2020-21. It promotes a holistic, multi-disciplinary, and inter-disciplinary

approach to education, encouraging students to explore various open electives. These electives include courses in data analytics, digital marketing, Tally, CA, Aviation and Logistics Management, minor research projects, and workshops that cut across multiple disciplines. Teachers are actively involved in interdisciplinary programs such as workshops and seminars to remain informed about developments in the curriculum. The NEP's open elective framework urges educators to be well-versed in interdisciplinary topics and to integrate them with their core subjects. Educators explore innovative teaching methods that link to their primary subjects, utilizing Information and Communication Technology (ICT). Whenever possible, current faculty members teach similar courses, helping them to familiarize themselves with interdisciplinary subjects. For technical topics, such as digital fluency and artificial intelligence, qualified instructors from relevant fields are brought in. B.Sc. students delve into banking and finance and the Indian Constitution, while B.Com students choose Environmental Studies as their open elective. BA students have options like Spoken English, journalism, understanding Gandhi, and the Indian Constitution. The multi-disciplinary learning approach to Environmental Studies encompasses biological, cultural, social, and physical aspects, interlinking fields such as science, economics, statistics, technology, and ecology.

16.Academic bank of credits (ABC):

The college has set up an account on the DigiLocker platform and requested that its name be included on the portal. Additionally, the college has advised its students to create personal profiles on DigiLocker, enabling them to monitor the academic credits they accumulate over time. The Academic Bank of Credits (ABC) is an initiative introduced by the Indian government as part of the National Education Policy (NEP) 2020. This project aims to establish a digital infrastructure to record the academic credits earned by students across various higher education institutions in the country. The ABC will handle tasks such as opening, closing, and validating individual student academic accounts. It will also be responsible for collecting academic credits earned from different higher education institutions, verifying those credits, storing them, transferring or redeeming them when necessary, and promoting them to relevant stakeholders. Students are required to manually create an account with the Academic Bank of Credit of India, adhere to the standard procedures provided by the ABC, and supply a unique ID to identify their account with the ABC.

17.Skill development:

The NEP initiative provides a variety of skill enhancement courses including Digital Fluency, Creativity and Innovation, Health and Wellness, Yoga, Artificial Intelligence, Cyber Security, and Cultural Awareness. These courses are integrated into the curriculum each semester to promote the overall development of students. In addition to these offerings, the college also provides several supplementary courses such as Digital Marketing, Data Analytics, Office Automation, Mushroom Cultivation, and SWAYAM Beautician courses. Students gain practical experience through Workshops, Internships, Field Visits, Panel Discussions, and research-oriented projects. The college is committed to equipping students with skills to minimize the gap between knowledge and job requirements. It promotes a self-directed learning approach, encouraging students to engage independently in various projects and conduct in-depth studies across different fields within Commerce and Business.

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

Culture serves as the lifeblood of society and requires preservation. One of the crucial roles of education is to aid in the safeguarding, transmission, and promotion of cultural values, morals, traditions, customs, and beliefs. By developing a strong understanding of their own cultural history, arts, languages, and traditions, students can cultivate a positive cultural identity and enhance their self-esteem. The arts significantly contribute to cultural identity and awareness while also boosting cognitive and creative abilities. Recognizing this, the National Education Policy (NEP) includes a variety of Indian arts. The college encourages students to select related open electives to foster a deeper understanding of different cultures and values. For example, courses such as "Culture and Diversity" and "Understanding Gandhi" are mandatory, aimed at instilling cultural values in students. To promote Indian culture, the college organizes various cultural events including Ethnic Day, Fashion Shows, Fancy Dress contests, National Food Fest Day, and folk singing and dance competitions, where students perform devotional songs and traditional classical dances. These activities encourage students to explore diverse cultures and share their cultural experiences. The college fosters religious tolerance by encouraging students to celebrate Indian festivals like Eid, Onam, Ugadi, Christmas, and Holi. Additionally, students are taken on educational trips to cultural heritage sites to raise awareness of India's rich and diverse cultural heritage. They visit places like Hampi, Shravanabelagola, Kuntibetta, and Mysore Palace. The college also organizes field trips to locations such as Janapada Loka Museum and the Indian Music Museum, providing

students with opportunities to explore various genres of Indian music and deepening their understanding of diverse Indian art forms.

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

The college's mission and vision align closely with the outcomes of its courses and programs. The mission focuses on providing skilled education to develop responsible individuals who are self-reliant and beneficial to society, a goal that is effectively achieved through the teaching and learning processes. Students are informed about the outcomes of their courses and programs, and they are supported in achieving these through orientation sessions and skill development initiatives. The university-designed curriculum is tailored to enhance students' cognitive abilities, which the institution diligently implements. The teaching, assessment, and evaluation processes are conducted methodically to ensure the desired outcomes of the courses and programs are met. The curriculum offers significant opportunities for research and fosters a competitive spirit among students. To further this aim, the institution organizes internships, educational trips, training, and discussions with industry professionals, all of which aid in achieving the projected course and program outcomes. Additionally, the college places a strong emphasis on cultivating students as responsible citizens with a positive outlook. In summary, the curriculum not only empowers students to contribute to the socio-economic well-being of society but also encourages them to engage in the inclusive development of the community.

20.Distance education/online education:

The institution utilizes various online platforms for teaching and learning, including Google Meet, Zoom, and WhatsApp. It is equipped with Wi-Fi and projectors in classrooms and seminar halls, which facilitated the smooth conduct of online classes without any challenges. Both faculty and students have continued to leverage online learning experiences in a flexible blended mode since the pandemic. Departments employ online applications to share learning materials for most subjects, and faculty members have undergone training to effectively use these platforms. The institution actively encourages both faculty and students to participate in online courses through Swayam and MOOCs each year. Additionally, online classes are offered for supplementary courses such as Data Analytics. To address time constraints and ensure syllabus completion, teachers conduct online sessions when necessary.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	05
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	630
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	775
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	158
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	34
File Description	Documents
Data Template	View File
3.2	5

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	17
4.2 Total expenditure excluding salary during the year (INR in lakhs)	50 lakhs
4.3 Total number of computers on campus for academic purposes	59

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 strictly adheres to the university calendar of events.
- A yearly timetable is prepared, implemented by each department, and overseen by the principal.
- Regular meetings between the principal and faculty provide updates on syllabus completion and various institutional activities.
- Departmental meetings distribute modules among faculty members according to the prescribed syllabus.
- Faculty members develop teaching plans for effective curriculum delivery.
- Department heads and the institution's head monitor syllabi delivery and completion.
- Faculty members are encouraged to employ blended teaching methods, incorporating both traditional and ICT tools.
- Regular feedback is collected regarding curriculum delivery effectiveness.
- Semester-wise result analyses are conducted.
- Faculty members are urged to expand their knowledge by participating in webinars, FDPs, paper presentations, and

publications.

- All faculty members are assigned student-centric responsibilities through various committees.
- An induction program introduces students to the college's legacy at the beginning of each academic year.
- Co-curricular and extra-curricular activities are regularly organized, encouraging participation in inter-collegiate events.
- University-prescribed open electives offer interdisciplinary learning.
- Educational trips are organized by various departments 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)

The institution adheres to the academic calendar including for the conduct of continuous internal evaluation:

The institution strictly adheres to the university calendar Two Centralized internal tests are conducted in every semester. Students in each department are required to do a presentation on the topics given by the faculty and do project work such as surveys, field visit reports, small research projects, and internships. Every Semester parent-teacher meeting is conducted to inform the parents about their ward's performance in the test and attendance.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in A. All of the above 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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

03

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

06

File Description	Documents
Any additional information	No File Uploaded
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

96

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

48

File Description	Documents
Any additional information	No File Uploaded
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

Cross-cutting issues relevant to professional ethics, gender, human values, environment, and sustainability. Responses: The institution strives to integrate scholastic learning with value-based education. In addition to the university-prescribed curriculum, the institution conducts various awareness programs addressing social, environmental, and ethical issues.

Cross-cutting issues related to professional ethics:

- Professional ethics are incorporated into disciplines such as sociology, political science, commerce, and journalism through specific curricula.
- Additional programs include Life Skills, Human Rights, World Earth Day, Water Awareness Rally, voting awareness, and cancer awareness.

Cross-cutting issues related to women and gender:

- Women and gender topics are integrated into the curricula of sociology, political science, languages, and English.
- The Department of Sociology, in collaboration with the Women Empowerment Cell, conducts gender sensitization programs through the NGO DURGA.
- Menstrual hygiene programs are organized for female students.

Cross-cutting issues related to human values:

- The English curriculum addresses discrimination against caste, class, and gender.
- Blood donation camps, World AIDS Day, and cancer awareness programs are conducted.

Cross-Cutting Issues related to the environment:

- The institution actively participates in and raises awareness about World Environment Day and solid waste management.
- Solar panels are installed on the premises.

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	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**04**

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

20

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	Nil

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 sanctioned seats during the year

775

File Description	Documents
Any additional information	No File Uploaded
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

120

File Description	Documents
Any additional information	No File Uploaded
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 closely monitors and mentors students to evaluate the progress of slow learners. Faculty are encouraged to support struggling students in their academic pursuits. Ongoing revision

classes and counseling sessions are organized regularly. Advanced learners are motivated to explore the material in depth to achieve top marks.

The department evaluates the learning levels of students, which assists in identifying slow learners and designing specialized coaching sessions for them. Both slow and advanced learners are recognized based on their engagement in class and their performance in internal assessments, presentations, and other evaluations.

For slow learners, the following support measures are provided:

1. Individual counseling
2. Remedial classes
3. Peer learning opportunities

For advanced learners, the institution offers:

1. Seminar sessions
2. Access to internet resources
3. Group discussion sessions.

File Description	Documents
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
581	33

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

The teaching-learning process is a top priority at our college.

Learning through hands-on experiences is emphasized, with project

work that incorporates the latest technologies and software like SPSS and Excel. Various exhibitions and entrepreneurial programs are organized to provide students with experiential learning opportunities.

Participative learning is encouraged among students, allowing them to deepen their understanding of subjects by sharing their ideas and experiences in the classroom. This is facilitated through cognitive approaches such as mind mapping, brainstorming, and group discussions. Additionally, blended learning strategies are employed to promote peer learning and student engagement through both online and offline activities, enhancing overall effectiveness and collaboration.

Problem-solving methods are actively utilized in the curriculum. Assignments and quizzes are assigned at the end of each unit, in accordance with instructional guidelines. Regular practice of case study analysis and debates aims to cultivate in students the ability to identify solvable problems and understand their applications in various contexts.

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

Our institution integrates ICT-enabled teaching alongside traditional classroom instruction to foster an e-learning environment. Beyond the conventional chalk-and-talk approach, faculty members utilize IT-enabled resources such as PowerPoint presentations, video recordings, and online materials to provide students with advanced knowledge and practical learning experiences. Teachers also employ ICT tools, including smartboards, overhead projectors, and personal computers. The college buildings are equipped with Wi-Fi, and a dedicated computer lab with internet connectivity has been established to facilitate independent learning. Students can access the internet on their personal laptops and mobile devices through Wi-Fi. Additional available ICT resources include e-books and e-journals.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

33

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

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

10

File Description	Documents
Any additional information	No File Uploaded
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

File Description	Documents
Any additional information	No File Uploaded
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 several measures to ensure that internal assessments are conducted transparently and fairly.

An examination committee is responsible for overseeing both internal and external examinations and serves as a liaison between students, faculty, and administrative staff regarding examination-related issues. Exam schedules are published on the student notice board and communicated to students through the NEDUSOFT application, which has replaced the OPTRA system.

Any alterations to the examination timetable are conveyed to students through classroom announcements, notice board updates, and messaging via the NEDUSOFT software. The evaluation process employs both formative and summative assessment methods. Formative assessments include internal tests, class tests, and quizzes, while summative evaluations consist of University Exams for each semester.

Students who miss an internal test for valid reasons are given the chance to retake it. After the internal tests are evaluated, the results are shared with students and discussed during Parents-Teacher Meetings. Internal marks reflect students' performance in internal tests, assignments, seminars, and overall attendance throughout the academic year. Additionally, CCTV cameras are installed to enhance security and oversight.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

****MECHANISM FOR ADDRESSING EXAMINATION-RELATED GRIEVANCES****

Students are the primary stakeholders in the educational institution, and it is the institution's obligation to maintain transparency in all its operations. Grievances regarding internal and external examinations are promptly investigated, and appropriate actions are taken to address them.

At the first level, students approach their faculty for minor issues, such as problems with totaling or mark allocation. The relevant faculty member addresses these concerns. If the faculty member is unable to resolve the issue, it is then escalated to the Head of Department (HOD), who strives to resolve the matter in a fair and transparent manner.

For more serious issues, the grievance redressal cell, which includes the principal, vice-principal, and other senior faculty members, conducts an investigation and works to resolve the grievance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Teachers communicate the expected student progress upon completion of the program to ensure that students are well-informed. They establish learning objectives for their subjects and share these with their students, which are also documented in their academic activity files. The general expectations for student development are displayed in high-traffic areas on campus. Teachers share the learning outcomes from the program with other students within the department.

Additionally, key stakeholders are informed about program outcomes through various channels, including faculty workshops, student workshops, student induction programs, faculty meetings, parent-teacher meetings, and interactions with industry representatives. All course outcomes for every discipline are accessible on the college website. The lesson plans for courses outline these outcomes, and each class is assessed based on them. Furthermore, laboratory course outcomes are clearly listed in the respective laboratory as well as included in the lab manuals and student lab records.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Teachers convey the expected student development outcomes upon completion of the study program, ensuring that students are well-informed. Learning objectives for each subject are shared with students and documented in the academic activity files. General expectations for student enrichment are displayed in common areas of the campus, while teachers also discuss learning outcomes with students within the department.

Key stakeholders, including faculty, students, parents, and industry representatives, are involved through workshops, induction programs, and meetings to familiarize them with program outcomes. Detailed course outcomes for each discipline are available on the college website, and lesson plans specify these outcomes for each class. Laboratory course outcomes are outlined in the lab manual and presented in laboratory settings to aid student understanding.

To evaluate Programme Specific Outcomes, the college combines the aggregate results of individual courses for each student with their peers' average performance. For assessing Programme Outcomes, it looks at both postgraduate and undergraduate achievements, such as advancements to higher education and successful job placements. Additionally, the college has implemented a feedback system that collects input from various stakeholders and uses a student satisfaction survey developed by NAAC to evaluate course attainment and program outcomes.

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

154

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://alameendegreecollege.org/pdf/pdfuploads/TStlWX_2022-23%20student%20satisfaction%20survey.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)****00**

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 departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****00**

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****08**

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

04

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - 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 college organizes a range of extension initiatives to improve

institute-neighborhood community relations and develop student understanding of community issues. The national service scheme (NSS) and National Cadet Corps (NCC) offers numerous extension programs to assist students develop their personalities via community service.

NSS volunteers participated in a variety of activities addressing social issues, such as planting saplings, environmental awareness, cleanliness drives, social service activities, health camps, paper bag making, blood donation camp, women empowerment, AIDS awareness, Anti-drug Walkathon awareness, visits to orphanages, plastic-free environment day, health checkup, awareness of mental health, National Disability Day, soil conservation Day, Swatch Bharat Abhiyan, traffic awareness rally, and Breast Cancer etc.

The collegiate National Cadet Corps (NCC) aims to instill leadership qualities, discipline, and patriotism in young people. It gives students with military training that focuses on character development, community service, physical fitness, as well as social responsibility and the possibility to work in the Armed Forces. Our college's NCC Volunteers participate in many activities such as, International Yoga Day, Thal Sainik Camp, CM Rally and Independence Day Parade, Kanteerva Stadium Annual Sports Meet, Puneet Sagar ABHIYAAN, and so on.

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

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

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

01

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

3.3.3 - 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

3.3.3.1 - 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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

924

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

18

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

Al-Ameen Arts, Science, and Commerce College's infrastructure facilities meet the standards set forth by several regulatory agencies. The campus's amenities are designed to support instructors and students in achieving their learning goals. The college is situated on a 2.86-acre campus with ample parking, and it is surrounded by aesthetically beautiful scenery.

In addition to laboratories for computer science, mathematics, chemistry, physics, microbiology, zoology, and botany, the facility boasts a large seminar hall, plenty of classroom space, departmental and central libraries with resources, and workstations for each department.

The lecture hall has a built-up area of approximately 1000 square feet and can hold 125 people. It has air conditioning as well. It features an audio-visual system with an LCD projector.

The classrooms are large, well-ventilated, and well-lit, and they feature podiums, LCD projectors, and ergonomic seats. The well-stocked and frequently updated college laboratories make learning experiential and focused on research.

The college also has a dedicated language laboratory with ten systems to encourage students to actively engage in language learning activities.

Beyond traditional instruction, the available physical infrastructure is best employed for research projects, certificate programs, extracurricular activities, and placement assistance seminars. Details regarding infrastructure and learning resources

Description

Number

Instructional Rooms

17

Laboratories

7

Computer Lab

1

Seminar Hall

1

Language Lab

1

Library

1

Auditorium

1

Placement Cell

1

IQAC Cell

1

NCC Room

1

NSS Room

1

Cultural Room

1

Sports Room

1

Administrative Rooms

3

Xerox Centre

1

NSS Room

1

Washroom-boys**2****Washroom-girls****2****Girls common room****1**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/infrastructure

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

The infrastructure facilities at Al-Ameen Arts, Science, and Commerce College satisfy the requirements outlined by multiple regulatory bodies. The facilities on campus are set up to help educators and learners meet their learning objectives. The college is surrounded by an artistically pleasing landscape and sits on a 2.86-acre campus with enough parking.

A wide range of sporting events, including both indoor and outdoor games, are supported by the College's infrastructure. Our playground is used for throw ball, volley ball, badminton, and kabaddi matches. Local hockey, cricket, and athletic venues are leased by us.

We also have an amphitheatre with 1500 seats where we may hold cultural events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/infrastructure

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/infrastructure
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)

50 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 college library is a doorway to the vast world of knowledge. There is an abundance of material that is freely available to the professors and students in the form of books, publications, journals, handbooks, and annual reports.

The computerized Easylib Software 4.3.3 version of the Integrated Library Management System (ILMS) is used to automate the library.

Currently, ILMS is fully automated and includes periodicals, books, and non-books. The college campus library provides staff and students with access to e-resources and NLIST-INFLIBNET, in addition to printed material such as books and journals.

The Library Committee makes recommendations for new volumes that also take user requirements into consideration. Using the Dewey Decimal Classification (DDC), books can be accessed and arranged. The circulation policy of the library is strictly adhered to.

The library now contains a sizable collection of reference books, issue books, and electronic resources. Book loans are made possible for students by the library administration system.

Books, and e-resources during 2022-23

SN

Description

No's

Books

1

No's of Volumes

264

2

No's of Titles

98

3

No's of Reference Books

46

Charts

4

Compact Disks (CD's)

114

5

Donated Books

-

6

Project Report and CD's

20

Periodicals

7

No. of International Journals

-

8

No. of National Journals

-

9

No. of Magazines

18

10

No. of Daily Newspapers

15

E-Re sources

11

No. of E-Books

164309

12

No. of E-Journals

6150

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://alameendegreecollege.org/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 **B. Any 3 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)

0.6 lakh

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

30

File Description	Documents
Any additional information	No File Uploaded
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 college is equipped with all the necessary ICT infrastructure to facilitate our stakeholders' teaching-learning activities.

LCD projectors are installed in seven classrooms to facilitate efficient instruction, knowledge acquisition, and information exchange.

In order to satisfy the needs of the students and enable them to successfully complete their practical sessions as mandated by the university curriculum, the systems are updated on a regular basis with respect to both software and hardware.

Al-Ameen Arts, Science & Commerce College has ten WiFi nodes and a 100 Mbps 1:1 line. The campus is equipped with WiFi.

Whenever needed, printers and scanners are connected to the college's computers. There are workstations in every department. The newest software is available in the math and computer labs.

With full digitalization, the library additionally provides e-journals and e-learning resources.

Software and digital audio-visual elements are added to language labs to help students improve their communication skills.

The attendance of students is now computerized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://alameendegreecollege.org/infrastructure

4.3.2 - Number of Computers

59

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	No File Uploaded
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)

50 lakhs

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.

Classrooms: The classrooms have acrylic boards for regular use. The teachers use teaching aids like charts, posters, OHP, etc. The wear and tear of the students' benches is regularly monitored and replaced with student-friendly ones periodically. **Computers:** All departments have respective computer/s facility with internet availability. The students of Mathematics and computer science faculty use the centralized computer lab for their curricular purposes. The related software is installed for the students' benefit. Students across various streams of study use the computer lab. The systems are managed by the dedicated staff.

Library: The library is automated with Easylib software 4.3.3 version. Students have access to borrowing books under the library management system. Books journals are added to the stands periodically. Students and staff are encouraged to use the library facilities. A library hour is allocated for the students to refer to the books/journals of their choice and prepare assignments. The library facility is used to enrol students to the online course offered by SWAYAM and MOOC.

Laboratory: The laboratories are well equipped to meet the latest curricular demands of the students as required by the university syllabus. The stock of the infrastructure is taken and maintained in the stock book.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/procedure

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

07

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

206

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://alameendegreecollege.org/photo
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

200

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

200

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

B. Any 3 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

19

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

43

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
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)

Al Ameen Arts, Science and Commerce College is committed to foster a vibrant students community that encourages students beyond academics. Institution provides opportunities for students to engage, participate in various activities. Academic clubs enhances knowledge and skills through debate workshops etc. Cultural events through music dance drama and art celebrate the diversity of the nation. sports and fitness to develop physical and mental well being of the student. Institution also engage in community services by volunteering programmes and outreach activities.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/student_satisfaction_survey
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

14

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Alumuni contribution empowers institutional excellence .Al Ameen Arts Science and Commerce college is grateful to the unwavering support from its esteemed alumni community. The contribution received by the alumni is used for supporting schlorships for deserving students, to develop infrastructure of the college by upgrading facilities and also for research and innovation.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/video
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

Established in 1966 by the philanthropist late Dr. Mumtaz Ahmed Khan, the Al Ameen Educational Society aims to uplift minority communities, particularly Muslims, through education. Our vision draws inspiration from a Holy Quranic verse: "Rabbi Zidni Ilma - Lord, Give unto me more knowledge." The college's vision and mission are clearly defined and widely communicated to all stakeholders. We strive to ensure a meaningful teaching and learning experience for both teachers and students by monitoring teaching methodologies, encouraging innovative approaches, and introducing affordable add-on courses. Emphasizing co-curricular activities and outreach programs, the college aims to instill creativity, social awareness, and ethical sensitivity in its students.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/about/visionmission
Upload any additional information	No File Uploaded

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

At our college we believe in open mind work space amongst faculty and management. This is reflected in our decentralization and participative management. The process of decentralization and participative management are supported by the committee system that is set up in the college and includes different stakeholders. The Governing body which is the apex body in college administration includes the Principal, teachers, parents/guardians of students and affiliating university community, thereby itself being highly representative character.

To illustrate the participatory aspects of college management, various committees with their respective roles are described here.

IQAC: In charge of carrying out academic and co-curricular activities are initiated, and planned to increase the quality of the education imparted in the college.

Time Table Committee: In charge of preparing a timetable for the academic year for the smooth running of classes.

Examination committee: Entrusted with the implementation of all activities pertaining to the college's internal and external examination.

Tutorial/Attendance monitoring: In charge of maintaining the record of absentees, organizing Parents Teacher's meet after test.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college envisioned an improved teaching learning environment in the implementation of NEP. To improve the quality and interest amongst students fraternity additional courses such as SWAYAM, MOOK and add on courses been introduced with affordable price to students such as Data Analytics, mushroom cultivation , C.A foundation and GST -Taxation. Teachers are encouraged to attend Fdp's, seminars and also present papers. Students are taken to field visits, workshops and seminars conducted to broaden their perspective.

The department of Sociology and Commerce have signed MoUs with organizations such as-A.M.P, Durga India,

Dell technology, Netcraft. Emphasis is laid on using ICT tools for effective teaching and learning.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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.

The college functions under the auspices of Al Ameen Educational Society, Government of Karnataka.

The Board of Trustees includes Chairperson, Vice Chairperson, Hon. Secretary, Hon. Treasurer, Executive Council members followed by the Principal. The Principal is the administrative and academic head of the institution. Under his stewardship following bodies or cell works. There are 17 academics departments in the college engaged in teaching learning process.

The Principal is assisted by the departments headed by HOD's. The IQAC monitors a large number of issues associated with teachers of the college engaged in different administration, academic and co-curricular activities through various committees. Other than the regular college committees the college also has the Grievance Redressal, Anti-ragging /sexual harassment. The objectives of these committees are to ensure that no violation of rules takes place within the college and work towards addressing and resolving the grievances of both students and staff.

The appointment of aided staff is done as per UGC norms. The management staff is appointed as per institutional norms.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/about/executive council
Link to Organogram of the Institution webpage	Nil
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 interfaces	No File Uploaded
Any additional information	No File Uploaded
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 college works towards the wellbeing of its teaching & non-teaching staff by initiating welfare measures.

1. Teacher's Day is celebrated by gifting teachers with a present or memento.
2. Employees Provident Fund for the teaching and non- teaching staff. Management contributes an equal share to the EPF.
3. ESI granted to employees whose salary is less than Rs 2100/-.
4. Casual leave for teaching and non -teaching staff of 15 days annually i.e Jan to Jan is been granted.
5. Maternity leave for the female employees of two months with pay is been granted.
6. Free Wifi access provide to the teachers on campus.
7. Health camp and blood donation camp arranged for the teaching and non- teaching staff on campus.
8. Automation of attendance using biometric system, and Nedusoft software .
9. The management provides for security to its employees to secure loan at Bank of Baroda .
10. OOD is provided for the teaching staff to performs duties as BOS,BOE and external examiner in case of practical exams and also to attend seminar, workshops, conference.
11. Parking facility available for teaching and non- teaching staff on campus.
12. Iftar partyorganized in the holy month of Ramdhan for all

irrespective of religion to promote brotherhood and also build inter personal relationship.

13. Celebration of International Women's Day and women teaching and non-teaching staff felicitated with mementos.

File Description	Documents
Paste link for additional information	Nil
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

07

File Description	Documents
Upload any additional information	View File
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

02

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

29

File Description	Documents
IQAC report summary	No File Uploaded
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 college seeks information from the teachers about their academic achievements and the same is recorded. This record reflects the publications, conferences attended, paper presented, chapters contributed to books or journals. These records of achievements by the faculty are well maintained by the administrative staff. Performance appraisal record is collected in prescribed format and

achievements of the faculty are kept in IQAC for their inclusion in AQARS of the college. If there is scope of improvement on the part of teachers they advised to upgrade themselves.

Non-teaching appraisal procedure is done as per UGC norms.

Teacher's evaluation by students: feedback forms are given to students to fill it. The data is later analyzed and action taken accordingly.

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 college conducts an annual internal audit overseen by Mr. Asim Hyder Ali and his firm, AF and Associates LLP. In this dual role, they serve as both internal and external auditors, thoroughly examining the college's financial records. This includes a comprehensive review of income and expenditure, allowing them to identify areas of weakness and recommend improvements. As external auditors, they meticulously verify bills and vouchers related to revenue expenditure, ensuring accuracy in payments and receipts. The auditing process upholds complete transparency, and the college's account section collaborates closely with the auditor to facilitate a smooth and effective audit.

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)

2709250

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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

The college strategically organizes the distribution, allocation, and efficient utilization of resources. Student fees contribute to the college's advancement, covering salaries for both teaching and non-teaching administrative staff, with thorough financial audits in place. The funds are directed towards enhancing the library's quality by acquiring books, E-books, and journals, as well as renewing subscriptions to Inflibnet N-List. Additionally, resources are allocated to upgrading laboratories through the purchase of equipment and chemicals. A substantial portion of the budget is dedicated to the maintenance of the college facilities and other miscellaneous expenses.

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 IQAC body has been working actively in our college. In order improve the quality of the institution the IQAC has planned strategies to improve teaching skills and encouraged its students and faculty to undertake and also conduct various training programs such as seminars, workshops, FDPs related to different disciplines , field visits for first hand learning. To build the overall personality of students and support them in managing themselves personally and professionally, a mentoring mechanism is established at the institution for both Under Graduation and PG students. Mentor

and mentee system is religiously practiced to map the demographic profile, academic performance and different aspects of the student's development. The Parent teacher meeting is conducted every semester to support the Tutorial system. Feedback from stakeholders of the institution is been maintained by the IQAC Cell. Maintains Student, Teacher, and non-teaching faculty database Enhances curriculum with Add-on/Certificate/Diploma Courses Directs Year Plan preparation by each department/club/cell with qualitative inputs. Tracks and records curricular, co-curricular and extracurricular activities of the institution streamlined the Documentation Process as per the NAAC requirement and onward submission to appropriate authorities

The department of Kannada visited Janapadalokha, Srirangapatna on 03 December 2022.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 IQAC has undertaken several key initiatives to continuously evaluate and enhance the teaching-learning process, aiming for overall academic excellence. These initiatives include:

1. The adoption and integration of modern teaching methods, particularly ICT-based approaches.
2. Ensuring transparent and reliable assessment and evaluation processes.
3. Overseeing the effective implementation of the academic calendar.
4. Conducting thorough analysis of academic results.
5. Implementing the recommendations of the NAAC peer team (Cycle 3).
6. A dedicated section has been created on the institution's website to upload documents related to the AQAR and various activities conducted by the college.
7. Faculties have formed WhatsApp groups for students, leveraging social media for educational purposes and enhancing communication with students and peers.
8. The academic calendar is prepared well in advance, and subject

allocation is based on faculty expertise.

9. Ensuring the timely completion of the syllabus within the prescribed timeframe.
10. Regular feedback is collected from all stakeholders, and analysed.

These steps reflect the commitment to continuous improvement and the promotion of academic excellence at the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

The organization actively participates in several gender equality awareness initiatives, such as Women Empowerment, Gender Equality in the Workplace, Understanding the Advantages of Gender Diversity, and Celebrating Women's Day to recognize and celebrate the accomplishments of women. To support women, specific measures are put in place, such as counseling services, separate restrooms, the establishment of committees against sexual harassment and rape, and CCTV surveillance to ensure safety and security. In terms of employment, skills, entrepreneurship, financial inclusion, infrastructure, utility access, decision-making procedures, and leadership roles, the institution strongly emphasizes gender equality and equal opportunity. Al-Ameen Arts, Science, and Commerce College's Annual Action Plan for Gender Sensitization demonstrates the college's dedication to promoting equality without discrimination.

File Description	Documents
Annual gender sensitization action plan	Nil
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://alameendegreecollege.org/infrastructure

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Our college has following measures for trash management:

- Solid waste management
- Liquid waste management
- Management of e-waste

1. Paper waste: Used paper from offices and departments is gathered, kept, and sold to an ITC agent who recycles it and pays the organization with leftover recycled paper.

2. Food waste: After it is periodically disposed of, food waste from the cafeteria is sent to the corporation garbage bin.

3. Vegetable and Fruit garbage: The service providers take and dispose of the garbage from the campus food outlets.

4. Sanitary waste is disposed of with the use of an incinerator.

5. Leaf Litter: To improve nutrients and assist preserve water.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

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

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

A. Any 4 or all 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	No File Uploaded

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-

C. Any 2 of the above

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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

Al-Ameen College promotes an inclusive environment that values secularism, pluralism, harmony, and cultural diversity. The goal is to establish a learning atmosphere that meets the diverse needs of all students and removes potential barriers. The key to achieving this is through well-planned and executed resources and assessment methods. Al-Ameen College comprises students and staff from Hindu, Christian, Sikh, and Muslim backgrounds, fostering harmonious religious coexistence. Active participation in shared cultural and religious celebrations further enhances this unity. Distinguished speakers are invited to engage students in motivational talks to cultivate mutual understanding, unity, and comprehensive personality development. The objective is to instill a sense of responsibility towards national values, promoting social and communal harmony, as well as national unity.

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

In our institution, we teach students and staff about their constitutional responsibilities, covering values, rights, duties, and the development of responsible citizens. Our goals include helping members understand their constitutional obligations, emphasizing essential duties that contribute to patriotism and national unity. In the democratic context, citizenship means acknowledging both rights and responsibilities, especially related to safety and security. To instill a sense of constitutional commitment, we have mandatory courses such as Professional Ethics and Human Values, Gandhian Studies, Constitution of India, and Essence of Indian Traditional Knowledge in the university curriculum. Distinguished individuals inspire students through programs centered on culture, traditions, values, obligations, and responsibilities. Students actively engage in awareness campaigns on subjects like plastic bans, cleanliness, Swachh Bharat, and more.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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 Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

4.

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	No File Uploaded
Any other relevant information	No File Uploaded

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

Our institution celebrates various National and International Days, incorporating a range of important events and festivals throughout the academic year. These occasions provide an opportunity for students and faculty to come together, promoting awareness and underscoring the country's diverse history, heritage, traditions, and unity, instilling a sense of national pride. The message conveyed to our students is powerful, emphasizing that these festivities bring together a diverse nation in a spirit of harmony, brotherhood, and solidarity. Moreover, they advocate for pluralism and diversity not only within India but also globally, with each event celebrated to foster inclusivity.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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

Service to mankind:

Service to humankind through education is the vision of the college.

For the benefit of the students at our college and the community at large, the college conducts placement drives like Job Mela every year for the unemployed youth. Our college also organizes various outreach activities like financial support for the upliftment of the community, blood donation camps, and visit to villages to distribute necessary things to the needy etc. to reach out to the underprivileged.

Best practice – II

SCHOLARSHIPS

The college as the minority institution, catering to the educational needs of all sections of the society, understands the financial constraints of the poor students of the community to pursue higher education. In these circumstances, our college Scholarship Committee facilitates poor students financially to pursue their goal of higher education. We grant scholarships to our college students as well as Muslim minority students at other college. We collect fees with ease of instalment facility.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Research

The institution has a research centre on the campus. The research culture is continuously increasing and is the distinctiveness of the institution. The college encourages the faculty for continuing their higher education through Ph.D. programme. Teachers are involved in research and development activities with their participation, presentation, and contribution to academics at the college and university level. As a part of the research programme, the college encourages the students to conduct various surveys, field trips, industry interactions, and projects. These research programs are taken up by various students and teachers.

Research publications in 2022-23

Sl. No.

Name

Department

Year

Title

1.

Dr. Shakira Khanum

Hindi

2022-23

Book Chapter – Karnatak ke Swatantra Senani Muslim Velluri

2.

Dr. Shakira Khanum

Hindi

2022-23

Book Translation – Charu Vasantha

3.

Dr. Shakira Khanum

Hindi

2022-23

Book Translation – Chunauti Swabhimani ki

4.

Dr. Shakira Khanum

Hindi

2022-23

Book Translation – Gandhiji mathu Hindi-Muslim Sauhardathe

5.

Mrs. Tasneem Amina

Zoology

2022-23

Environmental Factors Affecting Indoor Air Quality (Educational Institutions) in Urban Settings

6.

Mr. Hassan Mohammed

Library Sciences

2022-23

Role of libraries in supporting research and quality education in higher educational institutions: an overview

7.

Mrs. Tasneem Sultana

Commerce

2022-23

Factors Influencing Indian Consumers Decision to Buy Over the Counter (OTC) Medicines

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 strictly adheres to the university calendar of events.
- A yearly timetable is prepared, implemented by each department, and overseen by the principal.
- Regular meetings between the principal and faculty provide updates on syllabus completion and various institutional activities.
- Departmental meetings distribute modules among faculty members according to the prescribed syllabus.
- Faculty members develop teaching plans for effective curriculum delivery.
- Department heads and the institution's head monitor syllabi delivery and completion.
- Faculty members are encouraged to employ blended teaching methods, incorporating both traditional and ICT tools.
- Regular feedback is collected regarding curriculum delivery effectiveness.
- Semester-wise result analyses are conducted.
- Faculty members are urged to expand their knowledge by participating in webinars, FDPs, paper presentations, and publications.
- All faculty members are assigned student-centric responsibilities through various committees.
- An induction program introduces students to the college's legacy at the beginning of each academic year.
- Co-curricular and extra-curricular activities are regularly organized, encouraging participation in inter-collegiate events.
- University-prescribed open electives offer interdisciplinary learning.
- Educational trips are organized by various departments 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)

The institution adheres to the academic calendar including for the conduct of continuous internal evaluation:

The institution strictly adheres to the university calendar Two Centralized internal tests are conducted in every semester. Students in each department are required to do a presentation on the topics given by the faculty and do project work such as surveys, field visit reports, small research projects, and internships. Every Semester parent-teacher meeting is conducted to inform the parents about their ward's performance in the test and attendance.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All 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	No File Uploaded

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

03

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

06

File Description	Documents
Any additional information	No File Uploaded
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

96

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

48

File Description	Documents
Any additional information	No File Uploaded
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

Cross-cutting issues relevant to professional ethics, gender, human values, environment, and sustainability. Responses: The institution strives to integrate scholastic learning with value-based education. In addition to the university-prescribed curriculum, the institution conducts various awareness programs addressing social, environmental, and ethical issues.

Cross-cutting issues related to professional ethics:

- Professional ethics are incorporated into disciplines such as sociology, political science, commerce, and journalism through specific curricula.
- Additional programs include Life Skills, Human Rights, World Earth Day, Water Awareness Rally, voting awareness, and cancer awareness.

Cross-cutting issues related to women and gender:

- Women and gender topics are integrated into the curricula of sociology, political science, languages, and English.
- The Department of Sociology, in collaboration with the Women Empowerment Cell, conducts gender sensitization programs through the NGO DURGA.
- Menstrual hygiene programs are organized for female students.

Cross-cutting issues related to human values:

- The English curriculum addresses discrimination against caste, class, and gender.
- Blood donation camps, World AIDS Day, and cancer awareness programs are conducted.

Cross-Cutting Issues related to the environment:

- The institution actively participates in and raises awareness about World Environment Day and solid waste management.
- Solar panels are installed on the premises.

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	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**04**

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**20**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	Nil

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 sanctioned seats during the year

775

File Description	Documents
Any additional information	No File Uploaded
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

120

File Description	Documents
Any additional information	No File Uploaded
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 closely monitors and mentors students to evaluate the progress of slow learners. Faculty are encouraged to support struggling students in their academic pursuits. Ongoing revision classes and counseling sessions are organized regularly. Advanced learners are motivated to explore the material in depth to achieve top marks.

The department evaluates the learning levels of students, which assists in identifying slow learners and designing specialized coaching sessions for them. Both slow and advanced learners are recognized based on their engagement in class and their performance in internal assessments, presentations, and other evaluations.

For slow learners, the following support measures are provided:

- 1. Individual counseling**
- 2. Remedial classes**
- 3. Peer learning opportunities**

For advanced learners, the institution offers:

1. Seminar sessions
2. Access to internet resources
3. Group discussion sessions.

File Description	Documents
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
581	33

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

The teaching-learning process is a top priority at our college.

Learning through hands-on experiences is emphasized, with project work that incorporates the latest technologies and software like SPSS and Excel. Various exhibitions and entrepreneurial programs are organized to provide students with experiential learning opportunities.

Participative learning is encouraged among students, allowing them to deepen their understanding of subjects by sharing their ideas and experiences in the classroom. This is facilitated through cognitive approaches such as mind mapping, brainstorming, and group discussions. Additionally, blended learning strategies are employed to promote peer learning and student engagement through both online and offline activities, enhancing overall effectiveness and collaboration.

Problem-solving methods are actively utilized in the curriculum. Assignments and quizzes are assigned at the end of each unit, in accordance with instructional guidelines. Regular practice of case study analysis and debates aims to cultivate in students the

ability to identify solvable problems and understand their applications in various contexts.

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

Our institution integrates ICT-enabled teaching alongside traditional classroom instruction to foster an e-learning environment. Beyond the conventional chalk-and-talk approach, faculty members utilize IT-enabled resources such as PowerPoint presentations, video recordings, and online materials to provide students with advanced knowledge and practical learning experiences. Teachers also employ ICT tools, including smartboards, overhead projectors, and personal computers. The college buildings are equipped with Wi-Fi, and a dedicated computer lab with internet connectivity has been established to facilitate independent learning. Students can access the internet on their personal laptops and mobile devices through Wi-Fi. Additional available ICT resources include e-books and e-journals.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

33

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

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

10

File Description	Documents
Any additional information	No File Uploaded
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

File Description	Documents
Any additional information	No File Uploaded
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 several measures to ensure that internal assessments are conducted transparently and fairly.

An examination committee is responsible for overseeing both internal and external examinations and serves as a liaison between students, faculty, and administrative staff regarding examination-related issues. Exam schedules are published on the student notice board and communicated to students through the NEDUSOFT application, which has replaced the OPTRA system.

Any alterations to the examination timetable are conveyed to students through classroom announcements, notice board updates, and messaging via the NEDUSOFT software. The evaluation process employs both formative and summative assessment methods. Formative assessments include internal tests, class tests, and quizzes, while summative evaluations consist of University Exams for each semester.

Students who miss an internal test for valid reasons are given the chance to retake it. After the internal tests are evaluated, the results are shared with students and discussed during Parents-Teacher Meetings. Internal marks reflect students' performance in internal tests, assignments, seminars, and overall attendance throughout the academic year. Additionally, CCTV cameras are installed to enhance security and oversight.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

****MECHANISM FOR ADDRESSING EXAMINATION-RELATED GRIEVANCES****

Students are the primary stakeholders in the educational institution, and it is the institution's obligation to maintain transparency in all its operations. Grievances regarding internal and external examinations are promptly investigated, and appropriate actions are taken to address them.

At the first level, students approach their faculty for minor issues, such as problems with totaling or mark allocation. The relevant faculty member addresses these concerns. If the faculty member is unable to resolve the issue, it is then escalated to the Head of Department (HOD), who strives to resolve the matter in a fair and transparent manner.

For more serious issues, the grievance redressal cell, which includes the principal, vice-principal, and other senior faculty members, conducts an investigation and works to resolve the grievance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Teachers communicate the expected student progress upon completion of the program to ensure that students are well-informed. They establish learning objectives for their subjects and share these with their students, which are also documented in their academic activity files. The general expectations for student development are displayed in high-traffic areas on campus. Teachers share the learning outcomes from the program with other students within the department.

Additionally, key stakeholders are informed about program outcomes through various channels, including faculty workshops, student workshops, student induction programs, faculty meetings, parent-teacher meetings, and interactions with industry

representatives. All course outcomes for every discipline are accessible on the college website. The lesson plans for courses outline these outcomes, and each class is assessed based on them. Furthermore, laboratory course outcomes are clearly listed in the respective laboratory as well as included in the lab manuals and student lab records.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Teachers convey the expected student development outcomes upon completion of the study program, ensuring that students are well-informed. Learning objectives for each subject are shared with students and documented in the academic activity files. General expectations for student enrichment are displayed in common areas of the campus, while teachers also discuss learning outcomes with students within the department.

Key stakeholders, including faculty, students, parents, and industry representatives, are involved through workshops, induction programs, and meetings to familiarize them with program outcomes. Detailed course outcomes for each discipline are available on the college website, and lesson plans specify these outcomes for each class. Laboratory course outcomes are outlined in the lab manual and presented in laboratory settings to aid student understanding.

To evaluate Programme Specific Outcomes, the college combines the aggregate results of individual courses for each student with their peers' average performance. For assessing Programme Outcomes, it looks at both postgraduate and undergraduate achievements, such as advancements to higher education and successful job placements. Additionally, the college has implemented a feedback system that collects input from various stakeholders and uses a student satisfaction survey developed by NAAC to evaluate course attainment and program outcomes.

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

154

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://alameendegreecollege.org/pdf/pdfuploads/TSt1WX_2022-23%20student%20satisfaction%20survey.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)

00

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 departments having Research projects funded by government and non government agencies during the year

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

08

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****04**

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****00**

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - 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 college organizes a range of extension initiatives to improve institute-neighborhood community relations and develop student understanding of community issues. The national service scheme (NSS) and National Cadet Corps (NCC) offers numerous extension programs to assist students develop their personalities via community service.

NSS volunteers participated in a variety of activities addressing social issues, such as planting saplings, environmental awareness, cleanliness drives, social service activities, health

camps, paper bag making, blood donation camp, women empowerment, AIDS awareness, Anti-drug Walkathon awareness, visits to orphanages ,plastic-free environment day, health checkup, awareness of mental health, National Disability Day, soil conservation Day, Swatch Bharat Abhiyan, traffic awareness rally, and Breast Cancer etc.

The collegiate National Cadet Corps (NCC) aims to instill leadership qualities, discipline, and patriotism in young people. It gives students with military training that focuses on character development, community service, physical fitness, as well as social responsibility and the possibility to work in the Armed Forces. Our college's NCC Volunteers participate in many activities such as, International Yoga Day, Thal Sainik Camp, CM Rally and Independence Day Parade, Kanteerva Stadium Annual Sports Meet, Puneet Sagar ABHIYAAN, and so on.

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

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

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

01

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

3.3.3 - 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

3.3.3.1 - 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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

924

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

18

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

Al-Ameen Arts, Science, and Commerce College's infrastructure facilities meet the standards set forth by several regulatory agencies. The campus's amenities are designed to support instructors and students in achieving their learning goals. The college is situated on a 2.86-acre campus with ample parking, and it is surrounded by aesthetically beautiful scenery.

In addition to laboratories for computer science, mathematics, chemistry, physics, microbiology, zoology, and botany, the facility boasts a large seminar hall, plenty of classroom space, departmental and central libraries with resources, and workstations for each department.

The lecture hall has a built-up area of approximately 1000 square feet and can hold 125 people. It has air conditioning as well. It features an audio-visual system with an LCD projector.

The classrooms are large, well-ventilated, and well-lit, and they feature podiums, LCD projectors, and ergonomic seats. The well-stocked and frequently updated college laboratories make learning experiential and focused on research.

The college also has a dedicated language laboratory with ten systems to encourage students to actively engage in language learning activities.

Beyond traditional instruction, the available physical infrastructure is best employed for research projects, certificate programs, extracurricular activities, and placement assistance seminars. Details regarding infrastructure and learning resources

Description

Number

Instructional Rooms

17

Laboratories

7

Computer Lab

1

Seminar Hall

1

Language Lab

1

Library

1

Auditorium

1

Placement Cell

1

IQAC Cell

1

NCC Room

1

NSS Room

1

Cultural Room

1

Sports Room

1

Administrative Rooms

3

Xerox Centre

1

NSS Room

1

Washroom-boys

2

Washroom-girls

2

Girls common room

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/infrastructure

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

The infrastructure facilities at Al-Ameen Arts, Science, and Commerce College satisfy the requirements outlined by multiple regulatory bodies. The facilities on campus are set up to help educators and learners meet their learning objectives. The college is surrounded by an artistically pleasing landscape and sits on a 2.86-acre campus with enough parking.

A wide range of sporting events, including both indoor and outdoor games, are supported by the College's infrastructure. Our playground is used for throw ball, volley ball, badminton, and kabaddi matches. Local hockey, cricket, and athletic venues are leased by us.

We also have an amphitheatre with 1500 seats where we may hold cultural events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/infrastructure

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/infrastructure
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)

50 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 college library is a doorway to the vast world of knowledge. There is an abundance of material that is freely available to the professors and students in the form of books, publications, journals, handbooks, and annual reports.

The computerized Easylib Software 4.3.3 version of the Integrated Library Management System (ILMS) is used to automate the library.

Currently, ILMS is fully automated and includes periodicals, books, and non-books. The college campus library provides staff and students with access to e-resources and NLIST-INFLIBNET, in

addition to printed material such as books and journals.

The Library Committee makes recommendations for new volumes that also take user requirements into consideration. Using the Dewey Decimal Classification (DDC), books can be accessed and arranged. The circulation policy of the library is strictly adhered to.

The library now contains a sizable collection of reference books, issue books, and electronic resources. Book loans are made possible for students by the library administration system.

Books, and e-resources during 2022-23

SN

Description

No's

Books

1

No's of Volumes

264

2

No's of Titles

98

3

No's of Reference Books

46

Charts

4

Compact Disks (CD's)

114

5

Donated Books

-

6

Project Report and CD's

20

Periodicals

7

No. of International Journals

-

8

No. of National Journals

-

9

No. of Magazines

18

10

No. of Daily Newspapers

15

E-Re sources

11

No. of E-Books

164309

12**No. of E-Journals****6150**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://alameendegreecollege.org/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

B. Any 3 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)

0.6 lakh

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**30**

File Description	Documents
Any additional information	No File Uploaded
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 college is equipped with all the necessary ICT infrastructure to facilitate our stakeholders' teaching-learning activities.

LCD projectors are installed in seven classrooms to facilitate efficient instruction, knowledge acquisition, and information exchange.

In order to satisfy the needs of the students and enable them to successfully complete their practical sessions as mandated by the university curriculum, the systems are updated on a regular basis with respect to both software and hardware.

Al-Ameen Arts, Science & Commerce College has ten WiFi nodes and a 100 Mbps 1:1 line. The campus is equipped with WiFi.

Whenever needed, printers and scanners are connected to the college's computers. There are workstations in every department. The newest software is available in the math and computer labs.

With full digitalization, the library additionally provides e-journals and e-learning resources.

Software and digital audio-visual elements are added to language labs to help students improve their communication skills.

The attendance of students is now computerized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://alameendegreecollege.org/infrastructure

4.3.2 - Number of Computers**59**

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	No File Uploaded
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)****50 lakhs**

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.

Classrooms: The classrooms have acrylic boards for regular use. The teachers use teaching aids like charts, posters, OHP, etc. The wear and tear of the students' benches is regularly monitored and replaced with student-friendly ones periodically. **Computers:** All departments have respective computer/s facility with internet availability. The students of Mathematics and computer science faculty use the centralized computer lab for their curricular purposes. The related software is installed for the students' benefit. Students across various streams of study use the computer lab. The systems are managed by the dedicated staff.

Library: The library is automated with Easylib software 4.3.3 version. Students have access to borrowing books under the library management system. Books journals are added to the stands periodically. Students and staff are encouraged to use the library facilities. A library hour is allocated for the students to refer to the books/journals of their choice and prepare assignments. The library facility is used to enrol students to the online course offered by SWAYAM and MOOC.

Laboratory: The laboratories are well equipped to meet the latest curricular demands of the students as required by the university syllabus. The stock of the infrastructure is taken and maintained in the stock book.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://alameendegreecollege.org/procedure

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****07**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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****206**

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://alameendegreecollege.org/photo
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

200

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

200

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

B. Any 3 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

19

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

43

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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**00**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.****3**

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
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)

Al Ameen Arts, Science and Commerce College is committed to foster a vibrant students community that encourages students beyond academics. Institution provides opportunities for students to engage, participate in various activities. Academic clubs enhances knowledge and skills through debate workshops etc. Cultural events through music dance drama and art celebrate the diversity of the nation. sports and fitness to develop physical and mental well being of the student. Institution also engage in community services by volunteering programmes and outreach activities.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/student_s_tatisfaction_survey
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

14

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Alumuni contribution empowers institutional excellence .Al Ameen Arts Science and Commerce college is grateful to the unwavering support from its esteemed alumni community. The contribution received by the alumni is used for supporting schlorships for deserving students, to develop infrastructure of the college by upgrading facilities and also for research and innovation.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/video
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		
Established in 1966 by the philanthropist late Dr. Mumtaz Ahmed Khan, the Al Ameen Educational Society aims to uplift minority communities, particularly Muslims, through education. Our vision draws inspiration from a Holy Quranic verse: "Rabbi Zidni Ilma - Lord, Give unto me more knowledge." The college's vision and mission are clearly defined and widely communicated to all stakeholders. We strive to ensure a meaningful teaching and learning experience for both teachers and students by monitoring teaching methodologies, encouraging innovative approaches, and introducing affordable add-on courses. Emphasizing co-curricular activities and outreach programs, the college aims to instill creativity, social awareness, and ethical sensitivity in its students.		
File Description	Documents	
Paste link for additional information	https://alameendegreecollege.org/about/visionmission	
Upload any additional information	No File Uploaded	
6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.		
At our college we believe in open mind work space amongst faculty and management. This is reflected in our decentralization and participative management. The process of decentralization and participative management are supported by the committee system that is set up in the college and includes different stakeholders. The Governing body which is the apex body in college administration includes the Principal, teachers, parents/guardians of students and affiliating university		

community, thereby itself being highly representative character.

To illustrate the participatory aspects of college management, various committees with their respective roles are described here.

IQAC: In charge of carrying out academic and co-curricular activities are initiated, and planned to increase the quality of the education imparted in the college.

Time Table Committee: In charge of preparing a timetable for the academic year for the smooth running of classes.

Examination committee: Entrusted with the implementation of all activities pertaining to the college's internal and external examination.

Tutorial/Attendance monitoring: In charge of maintaining the record of absentees, organizing Parents Teacher's meet after test.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college envisioned an improved teaching learning environment in the implementation of NEP. To improve the quality and interest amongst students fraternity additional courses such as SWAYAM, MOOK and add on courses been introduced with affordable price to students such as Data Analytics, mushroom cultivation , C.A foundation and GST –Taxation. Teachers are encouraged to attend Fdp's, seminars and also present papers. Students are taken to field visits, workshops and seminars conducted to broaden their perspective.

The department of Sociology and Commerce have signed MoUs with organizations such as-A.M.P,Durga India,

Dell technology, Netcraft. Emphasis is laid on using ICT tools for effective teaching and learning.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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.

The college functions under the auspices of Al Ameen Educational Society, Government of Karnataka.

The Board of Trustees includes Chairperson, Vice Chairperson, Hon. Secretary, Hon. Treasurer, Executive Council members followed by the Principal. The Principal is the administrative and academic head of the institution. Under his stewardship following bodies or cell works. There are 17 academics departments in the college engaged in teaching learning process.

The Principal is assisted by the departments headed by HOD's. The IQAC monitors a large number of issues associated with teachers of the college engaged in different administration, academic and co-curricular activities through various committees. Other than the regular college committees the college also has the Grievance Redressal, Anti-ragging /sexual harassment. The objectives of these committees are to ensure that no violation of rules takes place within the college and work towards addressing and resolving the grievances of both students and staff.

The appointment of aided staff is done as per UGC norms. The management staff is appointed as per institutional norms.

File Description	Documents
Paste link for additional information	https://alameendegreecollege.org/about/executive_council
Link to Organogram of the Institution webpage	Nil
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 interfaces	No File Uploaded
Any additional information	No File Uploaded
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 college works towards the wellbeing of its teaching & non-teaching staff by initiating welfare measures. 1. Teacher's Day is celebrated by gifting teachers with a present or memento. 2. Employees Provident Fund for the teaching and non- teaching staff. Management contributes an equal share to the EPF. 3. ESI granted to employees whose salary is less than Rs 2100/- . 4. Casual leave for teaching and non -teaching staff of 15 days annually i.e Jan to Jan is been granted. 5. Maternity leave for the female employees of two months with pay is been granted. 6. Free Wifi access provide to the teachers on campus. 7. Health camp and blood donation camp arranged for the teaching and non- teaching staff on campus. 8. Automation of attendance using biometric system, and Nedusoft software . 9. The management provides for security to its employees to secure loan at Bank of Baroda . 10. OOD is provided for the teaching staff to performs duties as BOS,BOE and external examiner in case of practical exams and also to attend seminar, workshops, conference. 11. Parking facility available for teaching and non- teaching staff on campus.	

- 12. Iftar party organized in the holy month of Ramdhan for all irrespective of religion to promote brotherhood and also build inter personal relationship.**
- 13. Celebration of International Women's Day and women teaching and non-teaching staff felicitated with mementos.**

File Description	Documents
Paste link for additional information	Nil
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

07

File Description	Documents
Upload any additional information	View File
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

02

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

29

File Description	Documents
IQAC report summary	No File Uploaded
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 college seeks information from the teachers about their academic achievements and the same is recorded. This record reflects the publications, conferences attended, paper presented, chapters contributed to books or journals. These records of

achievements by the faculty are well maintained by the administrative staff. Performance appraisal record is collected in prescribed format and achievements of the faculty are kept in IQAC for their inclusion in AQARS of the college. If there is scope of improvement on the part of teachers they advised to upgrade themselves.

Non-teaching appraisal procedure is done as per UGC norms.

Teacher's evaluation by students: feedback forms are given to students to fill it. The data is later analyzed and action taken accordingly.

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 college conducts an annual internal audit overseen by Mr. Asim Hyder Ali and his firm, AF and Associates LLP. In this dual role, they serve as both internal and external auditors, thoroughly examining the college's financial records. This includes a comprehensive review of income and expenditure, allowing them to identify areas of weakness and recommend improvements. As external auditors, they meticulously verify bills and vouchers related to revenue expenditure, ensuring accuracy in payments and receipts. The auditing process upholds complete transparency, and the college's account section collaborates closely with the auditor to facilitate a smooth and effective audit.

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)

2709250

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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

The college strategically organizes the distribution, allocation, and efficient utilization of resources. Student fees contribute to the college's advancement, covering salaries for both teaching and non-teaching administrative staff, with thorough financial audits in place. The funds are directed towards enhancing the library's quality by acquiring books, E-books, and journals, as well as renewing subscriptions to Inflibnet N-List. Additionally, resources are allocated to upgrading laboratories through the purchase of equipment and chemicals. A substantial portion of the budget is dedicated to the maintenance of the college facilities and other miscellaneous expenses.

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 IQAC body has been working actively in our college. In order improve the quality of the institution the IQAC has planned strategies to improve teaching skills and encouraged its students and faculty to undertake and also conduct various training programs such as seminars, workshops, FDPs related to different

disciplines , field visits for first hand learning. To build the overall personality of students and support them in managing themselves personally and professionally, a mentoring mechanism is established at the institution for both Under Graduation and PG students. Mentor and mentee system is religiously practiced to map the demographic profile, academic performance and different aspects of the student's development. The Parent teacher meeting is conducted every semester to support the Tutorial system. Feedback from stakeholders of the institution is been maintained by the IQAC Cell. Maintains Student, Teacher, and non-teaching faculty database Enhances curriculum with Add-on/Certificate/Diploma Courses Directs Year Plan preparation by each department/club/cell with qualitative inputs. Tracks and records curricular, co-curricular and extracurricular activities of the institution streamlined the Documentation Process as per the NAAC requirement and onward submission to appropriate authorities

The department of Kannada visited Janapadalokha, Srirangapatna on 03 December 2022.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 IQAC has undertaken several key initiatives to continuously evaluate and enhance the teaching-learning process, aiming for overall academic excellence. These initiatives include:

1. The adoption and integration of modern teaching methods, particularly ICT-based approaches.
2. Ensuring transparent and reliable assessment and evaluation processes.
3. Overseeing the effective implementation of the academic calendar.
4. Conducting thorough analysis of academic results.
5. Implementing the recommendations of the NAAC peer team (Cycle 3).
6. A dedicated section has been created on the institution's

website to upload documents related to the AQAR and various activities conducted by the college.

7. Faculties have formed WhatsApp groups for students, leveraging social media for educational purposes and enhancing communication with students and peers.
8. The academic calendar is prepared well in advance, and subject allocation is based on faculty expertise.
9. Ensuring the timely completion of the syllabus within the prescribed timeframe.
10. Regular feedback is collected from all stakeholders, and analysed.

These steps reflect the commitment to continuous improvement and the promotion of academic excellence at the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

The organization actively participates in several gender equality awareness initiatives, such as Women Empowerment, Gender Equality in the Workplace, Understanding the Advantages of Gender Diversity, and Celebrating Women's Day to recognize and celebrate the accomplishments of women. To support women, specific measures are put in place, such as counseling services, separate restrooms, the establishment of committees against sexual harassment and rape, and CCTV surveillance to ensure safety and security. In terms of employment, skills, entrepreneurship, financial inclusion, infrastructure, utility access, decision-making procedures, and leadership roles, the institution strongly emphasizes gender equality and equal opportunity. Al-Ameen Arts, Science, and Commerce College's Annual Action Plan for Gender Sensitization demonstrates the college's dedication to promoting equality without discrimination.

File Description	Documents
Annual gender sensitization action plan	Nil
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://alameendegreecollege.org/infrastructure

7.1.2 - The Institution has facilities for

D. Any 1 of the above

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

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Our college has following measures for trash management:

- **Solid waste management**
- **Liquid waste management**
- **Management of e-waste**

1. Paper waste: Used paper from offices and departments is gathered, kept, and sold to an ITC agent who recycles it and pays the organization with leftover recycled paper.

2. Food waste: After it is periodically disposed of, food waste from the cafeteria is sent to the corporation garbage bin.

3. Vegetable and Fruit garbage: The service providers take and dispose of the garbage from the campus food outlets.

4. Sanitary waste is disposed of with the use of an incinerator.

5. Leaf Litter: To improve nutrients and assist preserve water.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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 with trees and plants	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
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	A. Any 4 or all of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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	No File Uploaded

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

C. Any 2 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	No File Uploaded
Any other relevant information	No File Uploaded

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).

Al-Ameen College promotes an inclusive environment that values

secularism, pluralism, harmony, and cultural diversity. The goal is to establish a learning atmosphere that meets the diverse needs of all students and removes potential barriers. The key to achieving this is through well-planned and executed resources and assessment methods. Al-Ameen College comprises students and staff from Hindu, Christian, Sikh, and Muslim backgrounds, fostering harmonious religious coexistence. Active participation in shared cultural and religious celebrations further enhances this unity. Distinguished speakers are invited to engage students in motivational talks to cultivate mutual understanding, unity, and comprehensive personality development. The objective is to instill a sense of responsibility towards national values, promoting social and communal harmony, as well as national unity.

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

In our institution, we teach students and staff about their constitutional responsibilities, covering values, rights, duties, and the development of responsible citizens. Our goals include helping members understand their constitutional obligations, emphasizing essential duties that contribute to patriotism and national unity. In the democratic context, citizenship means acknowledging both rights and responsibilities, especially related to safety and security. To instill a sense of constitutional commitment, we have mandatory courses such as Professional Ethics and Human Values, Gandhian Studies, Constitution of India, and Essence of Indian Traditional Knowledge in the university curriculum. Distinguished individuals inspire students through programs centered on culture, traditions, values, obligations, and responsibilities. Students actively engage in awareness campaigns on subjects like plastic bans, cleanliness, Swachh Bharat, and more.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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.

D. Any 1 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	No File Uploaded
Any other relevant information	No File Uploaded

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

Our institution celebrates various National and International Days, incorporating a range of important events and festivals throughout the academic year. These occasions provide an opportunity for students and faculty to come together, promoting awareness and underscoring the country's diverse history, heritage, traditions, and unity, instilling a sense of national pride. The message conveyed to our students is powerful, emphasizing that these festivities bring together a diverse nation in a spirit of harmony, brotherhood, and solidarity. Moreover, they advocate for pluralism and diversity not only

within India but also globally, with each event celebrated to foster inclusivity.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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

Service to mankind:

Service to humankind through education is the vision of the college. For the benefit of the students at our college and the community at large, the college conducts placement drives like Job Mela every year for the unemployed youth. Our college also organizes various outreach activities like financial support for the upliftment of the community, blood donation camps, and visit to villages to distribute necessary things to the needy etc. to reach out to the underprivileged.

Best practice - II

SCHOLARSHIPS

The college as the minority institution, catering to the educational needs of all sections of the society, understands the financial constraints of the poor students of the community to pursue higher education. In these circumstances, our college Scholarship Committee facilitates poor students financially to pursue their goal of higher education. We grant scholarships to our college students as well as Muslim minority students at other college. We collect fees with ease of instalment facility.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Research

The institution has a research centre on the campus. The research culture is continuously increasing and is the distinctiveness of the institution. The college encourages the faculty for continuing their higher education through Ph.D. programme. Teachers are involved in research and development activities with their participation, presentation, and contribution to academics at the college and university level. As a part of the research programme, the college encourages the students to conduct various surveys, field trips, industry interactions, and projects. These research programs are taken up by various students and teachers.

Research publications in 2022-23

Sl. No.

Name

Department

Year

Title

1.

Dr. Shakira Khanum

Hindi

2022-23

Book Chapter – Karnatak ke Swatantra Senani Muslim Velluri

2.

Dr. Shakira Khanum

Hindi

2022-23

Book Translation – Charu Vasantha

3.

Dr. Shakira Khanum

Hindi

2022-23

Book Translation – Chunauti Swabhimani ki

4.

Dr. Shakira Khanum

Hindi

2022-23

Book Translation – Gandhiji mathu Hindi-Muslim Sauhardathe

5.

Mrs. Tasneem Amina

Zoology

2022-23

Environmental Factors Affecting Indoor Air Quality (Educational Institutions) in Urban Settings

6.

Mr. Hassan Mohammed

Library Sciences

2022-23

Role of libraries in supporting research and quality education in higher educational institutions: an overview

7.

Mrs. Tasneem Sultana

Commerce

2022-23

Factors Influencing Indian Consumers Decision to Buy Over the Counter (OTC) Medicines

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Action plan

- To conduct job-oriented courses like artificial intelligence, for the students at the beginning of the semester
- To provide hands-on employment training by professional trainers like data analytics, digital marketing, self-employability skills, etc.
- To implement all the programs enlisted in the MoUs signed with different organizations.
- To motivate and facilitate teachers to take up research activities.
- To encourage students to take up projects to involve teachers and students in outreach activities.