



Yearly Status Report - 2019-2020

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 own campus	Yes
Phone no/Alternate Phone no.	08022246565
Mobile no.	9945175640
Registered Email	principal@alameendegreecollege.org
Alternate Email	alameendegreecollege@gmail.com
Address	Hosur Road, Near lalbagh Main Gate
City/Town	Bengaluru
State/UT	Karnataka
Pincode	560027

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Mirza Ali Abbas			
Phone no/Alternate Phone no.		08022222402			
Mobile no.		9739883342			
Registered Email		alameendegreecollegeiqac@gmail.com			
Alternate Email		psartajkhan334@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://alameendegreecollege.org/pdf/aqar_report_2017-18.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://alameendegreecollege.org/pdf/pdfuploads/lwRtVw_Calendar%20of%20events%202019-2020.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	3	2002	12-Nov-2002	11-Nov-2007
2	B	2.84	2009	08-Mar-2009	07-Mar-2014
3	A	3.04	2016	11-Mar-2016	10-Mar-2021
6. Date of Establishment of IQAC			01-Mar-1998		
7. Internal Quality Assurance System					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Urdu Day	18-Feb-2020 1	124
Workshop of 'Pedagogy of New English Text	14-Mar-2020 1	45
Seminar on Awareness about Indian Constitution	31-Jul-2019 1	89
Lecture on Human Rights Awareness by Mr. R. Manohar Executive director of Center for Amenities, Rehabilitation and Education (CARE)	02-Jan-2020 1	75
Lecture on Growth and Fall in Employment Scenario	08-Feb-2020 1	105
Workshop on Career Development and Unique Personality Grooming	12-Feb-2020 1	95
Workshop on 'SPECIAL CAREER DEVELOPMENT AND UNIQUE PERSONALITY GROOMING	15-Feb-2020 1	52
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)	
In collaboration with Narayana Hridayalaya, Blood Donation Camp was conducted	
Department of sociology conducted National Symposium on "voices of Indigenous Peoples"	
The staff members contributed financially to the Assam flood victims. The consignment transported through the Indian Railways on free freight charges was delivered to the victims directly. AlAmeen Arts, Science and Commerce College and AlAmeen Charitable Fund Trust distributed all necessary grocery items, blankets, clothes, etc.	

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

Plan of Action	Achievements/Outcomes
To introduce New programmes/courses	Introduced B.A. and M.A. Psychology
To Conduct State, National and international level seminars / workshops / symposium	Organised a workshop of Pedagogy of New English Text, Organised a lecture on Human Rights Awareness by Mr. R. Manohar Executive director of Center for Amenities, Rehabilitation and Education (CARE)
To organise general health camp, Blood donation camp etc	Organised health camp to commemorate Founder's day in collaboration with Nari Foundation
To organise awareness camps / drives	Organised a seminar on Awareness on Indian Constitution, Awareness Programme on Conservation on fuel, Wealth out of waste
To encourage the students to take up Civil services examination	Organised workshop on Career guidance and IAS coaching
Preparation and submission of AQAR for Previous Academic year	Submitted
To develop Entrepreneurship, Employability Skills, Motivational Programmes and to create awareness about environment and hygiene	All the events like quiz, ppt, etc to enhance the ability of students were organised, Conducted a seminar for students to preserve in the minds of the people, the beauty of unity in diversity in the socio-culturally rich

country, Organised a Motivational talk on personality development and securing job opportunities, Conducted a training programme on how to face interviews and Participate in group discussion, Conducted a programme in order to bring awareness about the sensitive needs of a particular gender, Conducted a Vocational Skill Building programme for the personality development of students.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Al-Ameen Educational Society	22-Nov-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

01-Apr-2017

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institution has contracted the OPTRA service to contact with students regarding attendance, grades, and university announcements, as well as interacting with parents about their childrens issues when needed. The institution has purchased Integrated Library automation Software to categorise, issue, and return books, as well as track student library membership and other associated issues. Students are also enrolled in UGCsponsored SWAYAM and MOOC courses through the Colleges internet facilities.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Al-Ameen Arts, Science & Commerce College, as an affiliated institution of Bengaluru City University, has to follow the syllabus, colander of events and curriculum formulated by it. Some of the faculty members of our institution are members of the Board of studies of different subjects. Our faculty members are actively involved in formulating syllabus and curriculum at the university level. The semester calendar of events is issued by the university. With an objective of taking forward the objectives of the University. The institution has equipped both staff and students by conducting orientations, workshops, seminars, guest lectures, field trips, Panel discussions, Industrial visits to empower and educate the students. Teachers are encouraged to enhance their competence by participating/ organizing seminars, conferences, symposiums, workshops etc. The internal Quality Assurance cell guides and monitors the National level Seminars and conferences organised by the institution. It also guides the administration in conducting academic audit every year. Teachers are encouraged to enhance their competence by participating/organising academic seminars, conferences, symposiums and workshops. The institution also prepares a calendar of events in line with the calendar of events issued by the university which includes curriculum and extracurricular activities.

Departmental meetings are held at regular intervals for effective implementation of curriculum and other related activities. Certificate courses and add-on courses are offered by the institution, Skill development programs such as Personality development, career planning programmes are also conducted by the institution to enhance the theoretical and practical knowledge of students. The slow learners are taken care of by the respective departments by conducting special classes and giving assignments to improve their performance. Periodical tests and pre-final examinations are conducted at regular intervals as per the university curriculum. Parent Teachers meets are organised twice a year to inform about the students' performance. All the departments conduct field visits, projects and surveys to enhance students' academic performance, which is done as a part of the university curriculum. Faculty training programmes are conducted to update the knowledge. Institutional tie-ups with industries/colleges/Organisations/N.G.Os are made for the benefit of faculties and students. IQAC monitors add-on courses Tally ERP9, Microsoft Excel, web creation, Swayam, MOOC courses etc. IQAC also assumes the responsibility in Co-Curricular matters like organising awareness programmes in the fields of literacy, health and hygiene, gender equality, women empowerment, dangers of drugs, to connect with rural areas through NSS and NCC, to contribute to society by participating in Traffic controlling exercises, disaster management, waste management, visiting the orphanages, hospitals, blood donation, etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
WEB CREATION	NIL	20/01/2020	40	Helps students in creating websites, pages, apps etc.	The artificial intelligence skill helps in presenting the data in audio and visual ways.

TALLY ERP 9 BY ALPHA TECH ACADEMY	NIL	14/08/2019	35	The knowledge of Tally ERP 9 helps students in performing accounting functions	Empowers students in understanding academics and performing accounting job at the work place efficiently with technology.
MICROSOFT EXCEL	NIL	07/10/2019	40	Enhances their knowledge to handle account by saving the data in excel format	The skill empowers them professionally to handle the job effectively.
BASIC PHOTOSHOP	NIL	21/10/2019	38	The skill of photoshop helps in designing marketing and creating engineering roles	It contributes to the employability factor of the students in the field on designing , advertisement etc.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Psychology	12/10/2019
BA	psychology	12/10/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Psychology Economics Sociology	01/07/2019

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

	Certificate	Diploma Course
Number of Students	200	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
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WEB CREATION	20/01/2020	40
TALLY ERP 9 BY ALPHA TECH ACADEMY	14/08/2019	35
MICROSOFT EXCEL	07/10/2019	40
BASIC PHOTOSHOP	21/10/2019	38
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Medical Microbiology Internship	4
BSc	Industrial Microbiology Field Report	18
MA	A Case study on Solid Waste Management and it's Impact on Public Health	1
MA	Impact of Government Schemes on Socio-economic Status of Women Entrepreneurs in Karnataka - A Case study of Bangalre North Region	1
MCom	A Study on the Role of Media in Enhancing Value Addition with reference to - Buying of Consumer Durables in the Competitive Environment Bangalore Urban	1
MCom	Work Stress Level among the Employees and it's Management with refernce to S.J. Electrical Industries - A Study	1
MCom	Impact of Employee Welfare Measusres towards Productivity of Relic Industries - A Study	1
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?

(maximum 500 words)

Feedback Obtained

With the objective of holistic institutional progress, a questionnaire is administered to the students, faculty and parents to seek their feedback. As a regular affair, a questionnaire dealing with academic, non-academic and general matters was administered to the students, teachers and parents. The following are the highlights: Feedback covers questions related to curricular, co-curricular, administrative and infrastructural matters. The students offered their views on the pedagogical aspects, infrastructural needs, various academic and other related bodies. The students are free to express their opinion about the teachers concerned in case of any hardship related to understanding the lessons. Subsequently, the feedback is shared with the respective teachers and the anomalies are set right. Similarly, the parents' feedback is also taken to know about their wards' performance at the institutional level. The following information was collected through the feedback and remedial measures were taken accordingly. 1. Students expressed their desire to start add-on courses, provide internship and placement facilities. 2. It was found out from the feedback that some girl students were the victims of domestic and sexual harassment. Follow up action. Counselling sessions were arranged by the external agencies and remedial measures were suggested to the victims. It was felt that students wanted to have a person in whom they can confide. A dynamic student-friendly female staff was assigned the job of counselling such students. The Anti-Sexual and Anti-Harassment Cell discharged their responsibilities in these matters. • In terms of pedagogy, the teachers were sensitized to adopt ways of teaching by using ICT and developing other tools of teaching. Internet facility, android phones, etc. were handy to use in these matters. • Students were involved in the projects and various training programmes through the partnering companies.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History, Economics, Sociology, Journalism, Political Science Optional English ,Psychology.	160	75	62
MCom	As Per University Curriculum.	50	25	22
MA	English	20	10	7
MA	Economics	30	5	5
BCom	As Per University Curriculum	290	220	181
BSc	Physics, Chemistry,	189	50	30

Mathematics,
Microbiology.

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	688	34	30	6	36

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
36	36	6	7	0	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring system connects teachers, students, and parents. The trio collaborates to advance the students institutional and academic interests. It is an all-encompassing system that investigates students academic, non-academic, financial, emotional, and other related issues. Each teacher is assigned an average of 30 students to monitor based on the various criteria listed in the mentoring system forms. Students talents are explored through inter-class literary and cultural competitions, and they are encouraged to participate in intercollege activities that are relevant to their interests. Teachers lend a helping hand to students who are in financial need by assisting them in obtaining admission, paying examination fees, and applying for scholarships from various organisations. Teachers and external counsellors, where needed, provide counselling to socially disadvantaged/disturbed/victimized students. A Parent Teachers Meeting is held on a regular basis to keep parents informed about their childrens progress and behaviour. The head of the institution receives a full report, which is documented.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
722	36	1 : 20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	0	0	1	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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2020	Sabiha Sultana	Associate Professor	Chairperson, Bengaluru city University
2019	Sabiha Sultana	Associate Professor	Member, Board of Studies, Bengaluru City University
2020	Dr.P.Sartaj Khan	IQAC / CIQA coordinator	External Examiner for Ph.D. Viva Voce of VIT University, Vellore.
2019	Musarrath Bano	Associate Professor	Best Paper award for A Profile of Womens Resource Centre, University of Utah, USA.
2019	Omar Farooq	Assistant Professor	Member, Board of Examiner, Bangalore University
2020	Syed Bilal Irfan	Lecturer	Corona Warrior by Red Cross Society
2019	Mirza Ali Abbas	Associate Professor	Assistant custodian, Bangalore university may/june Examinations
2019	Nayaz Ahmed	Lecturer	Assistant custodian, Bangalore university may /june Examinations
2019	Dr.BM Zakir	Principal	Chief custodian, Bangalore university may /june Examinations
2020	Dr. P. Zaheeruddin Sab	Associate Professor	Chief Examiner, Bangalore University

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	MEC	2nd, 4th semester	10/07/2020	11/12/2020
MCom	MC	2nd, 4th semesters	10/07/2020	08/12/2020
MA	ME	2nd, 4th semesters	10/07/2020	05/12/2020

BCom	C	2nd, 4th, 6th semesters	30/04/2020	13/11/2020
BSc	S	2nd, 4th, 6th semesters	30/04/2020	12/11/2020
BA	A	2nd, 4th, 6th semeste	30/04/2020	13/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In terms with the academic calendar of events announced by the University and the college, all departments assume the responsibilities by allocating the work among the departmental colleagues. Internal evaluation strategies are chalked out in the curricular and co-curricular domains. Each semester begins with an Orientation programme, wherein the students are sensitised about the college, teachers, the course they had chosen, available infrastructure, library and lab facilities, various college committees and their coordinators, syllabus, exams, internal assessment and final exams. Before students take up semester-end examinations, they are put to rigorous Central Internal Evaluation through internal tests, assignments, projects, internships, etc. Based on their performance in these activities, students are divided into Slow Learners, Average Learners and Advanced Learners Categories. • Slow Learners are put under the supervision of Advanced learners wherein the latter understands the academic comprehensibility needs of the former and are redressed. This exercise is envisaged to encourage peer learning among the students. • The issues of slow learners are further taken care of in the mentoring system, wherein the mentor concerned understands the problem areas of the slow learners and are sorted out with the respective subject teachers. A one-to-one teacher-student contact improves the understandability quotient of the slow learners. • Further, students are put to Group Discussion, group study, projects, internship etc to make academics easy and interesting. • certificate and add-on courses are also conducted to provide hands-on training to the students.

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

• The college follows the calendar of events prepared by Bengaluru City University. • At the beginning of every semester of 100 working days as mandated by the university, an institutional calendar of events is formulated to pursue examination, evaluation and redressal matters. • A time frame is set to conduct internal tests, evaluate, discuss answer scripts and chalk out corrective measures. • To complete the portions in the scheduled time, with scope for revision and discussion on examination and evaluation matters • Internal assessment is done on the metrics prescribed by the University. Answer scripts and scheme of evaluation are discussed with the students to make them aware of answering the questions in a required way to get more marks. • Performance of the students is judged based on assignments/projects/internship, tests and attendance. All these details are well documented and uploaded on the University Website

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://alameendegreecollege.org/program_outcomes

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
A	BA	ARTS	16	12	75
C	BCom	COMMERCE	91	77	84.61
S	BSc	SCIENCE	30	24	80
ME	MA	ECONOMICS	2	2	100
ME	MA	ENGLISH	2	2	100
MC	MCom	COMMERCE	32	30	93.75
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://alameendegreecollege.org/pdf/pdfuploads/zumAEv_SSS%202019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Urdu Day	Urdu	18/02/2020
Workshop on the Pedagogy of the English Texts	English	31/07/2019
Seminar on Awareness about Indian Constitution	Sociology	19/02/2020
Workshop on Career Development and Unique Personality Grooming	Commerce	13/02/2020
Lecture on Growth and Fall in Employment Scenario	Commerce	08/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Dr. Mumtaz Ahmed Khan Community Leadership Award	Dr. Zaheeruddin Sab	Al-Ameen Educational Society	06/09/2019	Community Service

Quality Education and Timely Guidance	Al-Ameen Arts, Science and Commerce College	Knowledge Review--Education. Innovation. Success	13/08/2019	Best Education
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Beautician	Earn While you Learn	College	Bridal Make up	Mehendi and Hair Styling	19/09/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Kannada	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Kannada	2
Urdu	3
Commerce	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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					citation	the publication
NIL	NIL	NIL	Nil	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	7	48	14
Presented papers	1	5	0	0
Resource persons	1	1	1	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Ek Bharat Shresht Bharat (online)	Andhra Pradesh and Telangana Directorate NCC	3	47
Assam Flood Relief	Al-Ameen Arts, Science and Commerce College and Al-Ameen Charitable Fund Trust	35	238
Ek Bharat Shresht Bharat	3 KAR BN GIRLS, Mysore	1	6
Inter Group Camp	Bangalore B Grp	1	1
Helping infirm and old age voters in casting their votes at the election booths	College NSS Unit	2	40
Blood Donation Camp	College	10	85
Breast Cancer Detection Camp	College	25	350
Distributing Fruits to the patients in Governement Hospital	The United Foundation and College NSS Unit	1	12
International Plastic Bag Free Day	College NSS Unit	3	43
Narmada Trekking	Gujarat	1	1

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Health Camp	Appreciatioin Award	Naari Foundation	110
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Awareness Programme	HPCL and Deccan Herald Newspaper	Conservation of fuel in Domestic Sector	4	54
Training Programme	Proedgedu.com	Group Discussion and Facing Interview	5	64
Talks by Resource Persons	History Department	Student Seminar	10	80
Afforestation	Al-Ameen 2 Coy NCC	Sappling Plantation	4	43
Co-Curricular	A.P.S. College	Poster Presentation	2	3
Swachh Bharat	Al-Ameen 2 Coy NCC	Lake Cleaning Activity	3	35
Awareness Programme	Administrator, Ottawa University	Education Opportunities Abroad	5	60
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

		with contact details			
Training Programme	Internship Training in Microbiology	Mallaya Hospital	20/09/2019	20/03/2021	Syeda Halima Sadiya Halima Kousar
Training Programme	Training Program for YRC Program Officers	Bengaluru Central University Youth Red Cross Wing	30/08/2019	31/08/2019	Fatha Begum
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2500000	2151234

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS	Nature of automation (fully)	Version	Year of automation
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software	or partially)		
EasyLib	Fully	4.3.3	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	32753	3365342	317	69332	33070
Reference Books	2235	1455568	0	0	2235	1455568
Others (specify)	32	42000	0	0	32	42000
CD & Video	81	10000	0	0	81	10000
Weeding (hard & soft)	10937	10000	0	0	10937	10000

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	59	1	39	2	0	10	10	10	100
Added	0	0	0	0	0	0	0	0	0
Total	59	1	39	2	0	10	10	10	100

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
700000	674835	150000	1420204

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

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. **Stationery:** the stationery shop on the campus is accessible to the students. It caters to the needs of photocopying, printing, with stationery of textbooks, notes, and other paraphernalia available. **Cafeteria:** Offers healthy and hygienic food at affordable prices to the students. It is open between 8 am and 5 pm. It is open on occasions other than the college schedule when the college is made available for conducting competitive examinations, government purposes etc. **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. **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 enroll students to the online course offered by SWAYAM and MOOC. **Sports complex:** Our College has tie-up with the Karnataka Hockey authority for the practice and competitions in sports and Bangalore Third Block Playground for the regular practice of athletics. **Infrastructure Management:** The College has a centralised infrastructure management system for quality maintenance and sustenance. The dedicated full-time Infrastructure Manager, with the support of the College Management, looks after the infrastructure matters. Where a need is, the infrastructure issues are brought to the notice of the head of the institution, which in turn are addressed by the management through the Maintenance manager. Two attenders take care of the housekeeping matters of the library. The system administrator, in coordination with Compact Tele System, takes care of the computers, networks, telephones, intercoms, Smart Room facilities etc. An all-time power supply is ensured with two generators of 62 KV and 82 KV are installed on the campus. The college has centrally installed Water Purifier with Reverse Osmosis technology. **Waste management—dry and wet,** is segregated and is decomposed with wormy culture to be used as fertilizer. 15 Housekeeping Staff are responsible for the upkeep of the campus. The infrastructure is effectively managed with a dedicated electrician, plumber and computer personnel.

<https://alameendegreecollege.org/pdf/4.4.2-Procedure-polices.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

Financial Support from institution	Sports Students Scholarship, Scholarships for Meritorious Students from the College	131	2857180
Financial Support from Other Sources			
a) National	Human Touch Graduate Fellowship, Prime Minister Scholarship Scheme	262	4957120
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Career Guidance	28/02/2020	55	K S G Institute for Civil Service Coaching
Career Development Programme	15/02/2020	40	GILLETTE India Ltd.
Use of ICT and Teaching Tools	16/10/2019	20	Department of English
Tutorial Classes--Teaching training for the students	24/07/2019	50	Department of English
Seminar on Gender Equality and Empowerment of Women: Reviewing Sustainable Development Goal 5,	12/03/2020	5	Indian Social Institute
National Symposium on "voices of Indigenous Peoples"	21/01/2020	9	Department of Sociology, Mount Carmel College
Poster Presentation	26/10/2019	5	Department of English
Pictorial Description--An Activity to develop interpretation and speaking skills of the students.	26/10/2019	56	Department of English
Inter-Class Quiz Competitions	14/02/2020	90	Departments of Sciences

Vocational Skill Building	15/02/2020	105	ICICI Academy
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Training for Competitive Exams	110	200	0	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	Army, M.E.G., South Western Railways, Wheel and Axle and Forest Department	25	11
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	2	B.Sc	CBZ/CMZ	Reva Institute	M.Sc Chemistry
2020	3	B.Sc	CBZ/CMZ	Institute of Bioinformatics and applied Biotechnology	Clinical Research

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	3

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Bengaluru Central University Inter College Athletic Meet	Inter College	20
South Zone Inter University Hockey Men Championship	Inter University	18
Reva University Inter-University Hockey Men Tournament	Inter University	18
A.P.S. College of Commerce Prof N. Ananthachar Memorial Inter-College Volley Ball Tournament	Inter College	12

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Reliance Foundation Youth Sports Best Institute Award	National	1	Nil	Nil	NIL
2020	Inter Collegiate Essay Competitions	National	1	Nil	Nil	NIL

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

The college believes in building up leadership qualities among the students. In this direction, it extends opportunity to the students to join the mainstream of the institution in academic, administrative and decision making matters. Students Council of the college is a democratically elected body. Firstly, the class representatives are elected/selected, who in turn form into a Students

Council. It liaisons between the administration, staff vis-à-vis students. The issues of the students are brought to the notice of the administration seeking resolutions. The students are encouraged to come out with new ideas in any field, which contributes to the growth of students and institution. One student representative is on Internal Quality Assurance Cell panel. The student council has various sub-committees with assigned responsibilities. They are encouraged to chalk out and organise various academic, social, cultural, literary and other general activities. They work in coordination with the administration and staff members of the respective departments. They participate in various awareness programmes related to Polio Pulse, AIDS, Environment, Literacy, and conduct important national events like National Integration Day, Human Rights Day, Literacy Day, etc. The Students Council also assumes the responsibility of contributing to the needy and poor.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college believes in connecting the dots of the past, present and future for the holistic growth of the institution. We believe in harnessing the experiences of the outwent students to realise the existing and future objectives. Every year, at the time of graduation programme conducted by the college, all outgoing students are registered and included in the Alumni Association. On a democratic line, its office bearers are selected/elected as need be. The Alumni Association, with people from a wide spectrum of industry, society, etc. involves itself in a host of activities related to the institution, students and the society. They help the poor and needy students by providing financial succour in the form of books, fees, counselling them to choose right courses and sustain their interest and involvement in studies. The active Alumni Association, plan up strategies in their annual meetings to contribute to the growth of the institution. A group of alumni, who are associated with corporate sectors conduct entrepreneurial training and personality development programmes on facing interviews, preparing for the competitive exams etc. They help the existing students in finding venues to do internship and pursue projects. They deliver talks on various issues related to employment and character building. They help in finding out resource persons for various college related academic and non-academic activities. A group of NCC and NSS alumni are very well knitted with these organisations in a host of awareness programmes and adventure activities. The dynamic NCC alumni, who wore many ranks during their periods of study help the Associated NCC Officer in chalking out year long programmes for the cadets. They form the backbone of our college NCC Coy to train the existing cadets in strong leadership qualities and military subjects. They, with the PI staff of NCC Battalion, conduct and monitor parades, drill, and administrative job of submission of documents to the battalion, motivating the students to attend camps and provide training in making up to Republic Day Parade Camp. In the field of NSS, they join the existing students in adopting school/village/poor students by rendering monitory help to the needy beneficiaries. A well knitted relationship exists between the alumni, administration and management with the latter acknowledging their contribution and awarding them suitably.

5.4.2 – No. of enrolled Alumni:

110

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

Two meetings were held by the Alumni at the beginning of each semester. Counsellor the students to choose the right course at the time of admission. Helped the needy students in the matters of fees, providing textbooks, etc. Conducted career guidance sessions for the passing out students. Enrolled the outgoing students to Alumni Association.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The policy of decentralization and participatory management is the fountainhead of our college in all spheres of functioning. In a broader sense, decentralization policy is strictly adopted in all curricular and co-curricular matters that constitute the functional life of the college. The pedagogical aspects, co-academic activities, tie-ups with the industry for projects and internships, organizing lectures, conducting workshops/seminars, participation in various curricular and co-curricular programs, pursuing research, placing orders for the library books, student-activities, their related programs, selection of sportspersons, conducting and participating in sports activities, admission policies, to name a few are the areas where the respective departments exercise their autonomy to execute their respective programs. In all these matters, the administration accepts their initiatives and facilitates them in carrying their agenda. Bodies like placement cells coordinate with external agencies in conducting placement drives. Anti-sexual harassment cell charts out its activities and implements them with the support of the administration and management. The latter plays the roles of facilitators and supervisors. The teachers' suggestions/recommendations in the matters of admission for the poor students are unconditionally accepted by providing concession/easy payment facility. Where the teachers come with the proposal to organise workshops/ conferences/ seminars, the administration and management support their initiatives moral, monetary and material support. The teachers' and librarians recommendations are accepted and implemented in procuring books, software, etc. for the library. The calendar of events for the year is prepared in full consultation with the teachers and administration. In matters of co-curricular activities, students are allowed to suggest to departments various activities for the existing academic year. With little moderation, wherever necessary, the students' recommendations are accepted by the departments and in turn by the administration with infrastructural and monetary assistance. Various sub-committees are formed to execute academic, literary and cultural social responsibility tasks. The Sports Committee, under the supervision of the Physical Education Director, carries out the sports activities befitting the college requirement. It is independently involved in the selection of talented sportspersons, training them and getting them on the inter-Collegiate, Inter-University, State and National level teams. The Physical Director's recommendation to the administration to admit poor students without any fee is accepted by the administration. This encourages talented students to join our college teams and bring laurels to the sports arena.

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

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
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<p>Research and Development</p>	<p>IQAC suggests to the administration in involving the students and motivating the teachers to pursue research. To promote research spirit among the staff members, financial incentive of Rs. 2500/- is offered to them. As a prelude to it, they are motivated to attend Research related conferences, seminars, etc. OOD facility is extended to the participating staff along with registration and traveling allowance is borne by the administration. Students are given library tasks to go through the sources and develop research material related to the given topics. In this direction, students showcase their extra-learning through poster presentations, PPTs, and oral presentations. Students, who visit industries are required to prepare projects as a part of research activity. Teachers guide them in preparing reports.</p>
<p>Teaching and Learning</p>	<p>Teaching and Learning is a process which is closely monitored by the respective departments and administration. The learning outcome of the students is gauged through the internal/periodical tests. Slow learners are identified and they are assigned to respective departments to bring them up academically. The teachers, by paying personal attention/conducting extra classes/remedial classes address the learning issues of the students. The students are involved in developing teaching tools through curriculum based exhibitions. Lessons are taught through street plays, enactments, wherever applicable. More thrust is given to use ICT to reach out the students learning needs. Classes are conducted in the smart rooms where OHP, internet, PPT, etc. tools are used.</p>
<p>Examination and Evaluation</p>	<p>The college follows the university guidelines regarding semester-end exams, internal tests, criteria for awarding internal assessment marks, etc. Nevertheless, the college has its own evaluation policy of the internal tests, assignments, projects, presentations, etc. The respective subject teachers focus on the slow learners by rendering special coaching, conducting retests to ascertain the</p>

performance progression of the students. Teachers follow the scheme of evaluation to evaluate the internal tests on the pattern of the University.

Library, ICT and Physical Infrastructure / Instrumentation

Classrooms have Green Fiberglass Boards with LCD facilities. Staff and students have free access to WIFI provided by the college. There are three seminar halls with seating capacity of 200 each. All are air-conditioned and equipped with audio-video facilities. All laboratories are equipped with latest instruments/apparatus/specimens to make practical classes interesting. Our library has 2231 reference books, 6000 e-journals and 164300 e-books that helps staff and students in doing research work.

Human Resource Management

A well-knitted organisational relationship is ensured among all staff members of the institution with regular interface among the management, staff and administration. It helps them to expend their best potential to make their work professional and useful. Feedback obtained from the teachers helps in understanding and redressing the problems faced by them. Good performers are encouraged with acknowledgement and incentives. Retreats help us in connecting with each other on family/personal matters. New staff members are felicitated and the retiring staff are given farewell with the entire college staff participating in these activities.

Industry Interaction / Collaboration

The college is steadily connected and collaborated with industry from different perspectives. MoUs are signed with industry for employability training and academic advancement. M.Com. department organizes extension activities with the industry. The companies/industries put the visiting students under the supervision of a person, who explains the dynamics of production, sales, Human Recourse Management, etc. Students are required to prepare a report and submit it to the department. In this process of knowledge acquisition, students' talents/competence is exposed to the industry, which had helped many students to get placed by them. MoUs are signed with the companies to impart employability training like attending

	<p>interviews, personality development, etc. followed by certification.</p> <p>Resource persons from industry regularly visit our college to address the students on trends and developments in industry.</p>
Admission of Students	<p>The college follows a very transparent admission procedure. At the time of admission notification is issued in the leading newspapers. Admissions are filled catering to the university rules. We believe in giving admission to all those who apply irrespective of caste, creed and religion. Fee for students falling in the reservation category is collected as per the guidelines of the government. Girl students are given fee concession as per the management guidelines. Scholarships are provided to the students without any discrimination. Admissions to P.G. courses is done by honouring the university quota of students.</p>
Curriculum Development	<p>The college, affiliated to Bangalore University, follows the curriculum and guidelines framed by the university. Yet, the respective departments chalk out suitable strategies of pedagogy to accomplish curriculum excellence. Various tools of pedagogy including ICT are implemented to make curriculum interesting for the students.</p>

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

E-governance area	Details
Planning and Development	<p>The academic, co-academic, and other activities are planned out in the College Council Meeting at the start of the year with the help of the IQAC Coordinator. Departmental activities, university circulars, college notifications, and WhatsApp groups are all sources of information. The OPTRA channel is used to broadcast the Parent Teachers Meeting.</p>
Administration	<p>In order to bring in efficacy in the functioning of administration and accounts, the college uses related software, website media and OPTRA facilities. The fully computerized accounts and administration sections of the college transact related communication through college, principal and departmental mails. The online external and internal</p>

	communication exchange is supported by dedicated internet connections. e-mail IDs: profzaki@gmail.com, alameendegreecollege@gmail.com, alameendegreeiqac@gmail.com, etc.
Finance and Accounts	In addition to the external auditors requirements, the colleges accounts department computes financial accounting and income tax using Tally software and Saral TDS. Computerized accounting is used to handle the financial and accounting problems of both aided and unaided employees.
Student Admission and Support	The admissions procedure for students begins with a notice in the newspapers and on the colleges website. Students are advised on potential courses that are appropriate for their interests. A one-to-one contact is used in addition to the computerised approach used in the admissions process to assist students in selecting the suitable stream for their interests. E-governance handles everything from providing applications to admitting students, as well as issue resolution, university liaison, and mark statements.
Examination	All examination matters are handled through the colleges e-mail address, alameendegreecollege@gmail.com, as a constituent college of Bengaluru City University. Exam results as well as internal assessment marks are now posted on the University Portal. The university sends out examination-related information via official e-mail, which is forwarded to students via their specific tutors, notices on the college notice board, internal memoranda, and other means.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Shanaz Begum	National Level Workshop on Application of Advanced statistical Tools in Research	Tumkur University	500

2019	Kulsum Rana	National Level Workshop on Application of Advanced statistical Tools in Research	Tumkur University	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Innovative Teaching Methodologies	Nil	14/03/2020	14/03/2020	1	Nil

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
The Astro Physics of Mars --Chandrayan II, Exploring the Unknown	14	11/09/2019	11/09/2019	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teachers day gift. one day staff trip. Bank guarantees for vehicle and personal loans . fee concessions to their children studying in our institution.	ESI facilities. One day staff trip. Bank guarantees for vehicle and personal loans. Fee concession to their children studying in our institution. Festival Advance for non teaching staff	Fee concession for meritorious students (80 and above). Facilitating minority scholarships. Contribution from teachers to students in fee payments. scholarships to needy students from our

institution.
Contributions of philanthropists for students fee payment. Free admissions for sports students and provided sports kits to sports students.

6.4 – Financial Management and Resource Mobilization

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

Academic audit is done by a team of internal experts, who go through the programs conducted in the respective departments. They suggest the areas to improve upon in the related fields. Internal and external financial audit of the college is done by Rangaraju and Associates every year. In addition to this, the Joint Director of Collegiate Education also conducts an Annual Government audit. Finally, the Executive Council of Al-Ameen Educational Society ratifies the annual audit reports. Resources are generated by fee collections with a major chunk of college expenditure is borne by Al-Ameen Educational Society.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management Sponsor Al-Ameen Scholarship Trust, Human Touch Graduation Fellowship 2020, Private Scholarship	3541680	scholarships for sports students and meritorious students
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6.4.3 – Total corpus fund generated

130800

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	local inquiry committee	Yes	Academic audit committee and IQAC
Administrative	Yes	Rangaraju and associates	No	NIL

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

1, Parents help the administration in providing feedback about the academics and non-academic matters of the college in the regular Parent-Teachers meet. The College Management has two parent representatives on the sub-committees, who help the former in charting out student and academics-friendly policies. 2.The administration/teachers seek the help of Parents from their respective fields to carry out co-curricular activities. Ex. parents who are in tourism department help the administration in conducting educational trips by providing itinerary details, transport, etc. 3. Resourceful parents help the students in

sponsoring Annual Exhibitions, stalls, etc.

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

1, Annual one day excursions are organized for the support staff 2, ESI facilities for eligible support staff members. 3. Uniform facilities for all support staff 4, Provident fund facilities for all eligible support staff 5. Festival Advance for non teaching staff

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

1. Initiative: to conduct training programmes for the students. Implementation: INSPIRE Training Camp was conducted for Science students from 25th to 29th September, 2016. 2. Initiative: to conduct national level seminar/workshop/conference. Conducted one day National Level Seminar on Sir Syed Ahmed Khan and His Contribution to Urdu Literature 3. Initiative: to develop teaching tools and use ICT to achieve effectiveness in teaching learning process. Teaching tools like PPT slides, Posters, and videos were developed and exhibitions were conducted.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Workshop of Pedagogy of New English Text	02/03/2020	14/03/2020	14/03/2020	90
2019	Health and Breast Cancer Detection Camp	14/08/2019	05/09/2019	05/09/2019	350
2019	Assam Flood Relief	16/07/2019	18/07/2019	19/07/2019	238

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day--Poster Presentation, Street Play and	09/03/2020	09/03/2020	50	70

theme songs.				
Paper Presentation of Gender Equity and Empowerment of Women: Reviewing Sustainable Goal 5	12/03/2020	13/03/2020	Nil	4
PPT on Anti Sexual Harassment	25/01/2019	25/01/2019	53	42
Lecture on Gender Equity	23/03/2019	23/03/2019	58	45
Students' interaction on gender sensitisation	23/10/2019	23/10/2019	46	43

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

Percentage of power requirement of the University met by the renewable energy sources

Environmental consciousness is brought out by certain outdoor and social service activities. Institutionally, there is a plant established on the campus for vermicomposting. Adhering to the norms of Swachh Bharat, the college carries out solid waste management with wet, dry and E-waste segregation. LED bulbs are installed all over the campus. Sapling plantation is taken up at regular intervals on the campus and in and around the college vicinity. Thrust is laid on bringing awareness through various environmental awareness programmes like seminars, workshops, etc. Our NSS unit carries lake cleaning activities. Events like Environment Day, Water Day, Green Day are celebrated with the participation of staff and students.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	5
Ramp/Rails	Yes	2
Scribes for examination	Yes	2
Provision for lift	Yes	15

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	05/09/2019	1	Awareness about Indian Constitution	Awareness about Indian Constitution	89

2020	1	1	02/01/2020	1	Lecture on Human Rights Awareness by Mr. R. Manohar Executive director of Center for Amenities, Rehabilitation and Education (CARE)	Human Rights Awareness	75
2020	1	1	20/02/2020	1	Career Development and Unique Personality Grooming	Career Development	95

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	10/08/2020	Usually the same code of conduct handbook is circulated. where need be, additions/modifications are made suiting the situations.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness Programme on Indian Constitution	31/07/2019	31/07/2019	80
Blood Donation Camp	05/09/2019	05/09/2019	85
Distributing Fruits to the patients in Governement Hospital	05/10/2019	05/10/2019	12

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

Al-Ameen Arts, Science and Commerce classrooms are designed to have enough natural lighting and ventilation. Very rarely do we switch on the electrical lights and fans. Our campus has a rain water harvesting mechanism to conserve water. Our landscaping in the campus with adequate trees and boundaries prevent soil erosion. The college ensures that the leaves that dry and fall off the

trees are not burnt but are buried in the soil to facilitate organic manure formation for self sufficiency. All waste papers are disposed off, and are never burnt. All the e-waste is handed over to e-waste collection agency. We also observe the significance of vanamahotsava water day, earth hours, swach bharat program campaigns. We conduct several competitions and programmes on environment awareness and we have been emphasizing on the need to declare our campus as a plastic free zone.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The institutional best practices for the year 2019-20 have been chalked out with focus on the overall growth of the students to make them self-reliant, morally sound citizens to shoulder the social responsibilities. In this direction the following best practices were evolved to realise the said objective 1) Promoting the spirit of Entrepreneurship amongst the students 2) Keeping abreast of the developments in the Corporate Scenario continuously - Knowledge Management. 3) As a sequel to the academics, hands-on training is provided to face the interviews and other employment seeking criteria.

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

<https://alameendegreecollege.org/pdf/Best-Practices-may2022.pdf>

7.3 – Institutional Distinctiveness

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

Al-Ameen Arts, Science and Commerce College take pride to be functioning under the aegis of Al-Ameen Educational Society founded in 1966 by late Dr. Mumtaz Ahmed Khan. Al-Ameen Educational Society is guided by the philanthropic ideas of our beloved founder, to provide education to the impoverished section of the society, to eradicate illiteracy and to raise the standard of living of Muslim community in particular and other backward communities in general. Al-Ameen is an Educational Movement having 250 educational institutions across India. To further this noble cause, Al Ameen scholarship committee was established in 1968 to provide scholarship to minorities and financially poor students. All the faculty and staff working at Al-Ameen have passionately joined hands in this endeavor by donating 0.5 of their basic salary every month to this scholarship fund. Many of our Alumni have donated school fees for the deserving children. The Scholarship committee disburses annually a whopping one crore INR amount of scholarship to all the meritorious and deserving students pursuing education not only at the institutions of Al-Ameen but across all other institutions too.

Provide the weblink of the institution

<https://alameendegreecollege.org/institute-distinctiveness.php>

8. Future Plans of Actions for Next Academic Year

The plan for the Academic Year 2019-20 was charted out with emphasis on academics, curricular, co-curricular and holistic personality development activities is as follows 1) Setting up of more ICT enabled classrooms 2) To ink more MOU's with industries, international Universities and NGOs. 3) To guide students register for SWAYAM/MOOC and other distance and international online courses