



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	AL-AMEEN INSTITUTE OF MANAGEMENT STUDIES
• Name of the Head of the institution	Dr. B. A Anuradha
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	080-22114493
• Mobile no	9880085736
• Registered e-mail	info@alameenedu.co.in
• Alternate e-mail	anupratap@gmail.com
• Address	Al-Ameen Educational Campus, Near Lalbagh Main Gate Hosur Road,
• City/Town	Bangalore
• State/UT	Karnataka
• Pin Code	560027
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	Bangalore City University				
• Name of the IQAC Coordinator	Dr. Abdul Rizwan Shariff				
• Phone No.	08022279235				
• Alternate phone No.	08022114492				
• Mobile	990519754				
• IQAC e-mail address	iqacaims17@gmail.com				
• Alternate Email address	info@alameenedu.co.in				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://alameenedu.co.in/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://alameenbba.in/student_support				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B+	2.84	2017	22/02/2017	21/02/2021
6. Date of Establishment of IQAC			09/06/2014		
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	
na	na	na	na	na	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	12	
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)		
Guest Lecture on Law of Land to enrich the students with the latest updates of the law regarding eve teasing, ragging, sexual harassment, vandalism etc.		
A webinar on global money week financial education by Amarnath		
Counselling facility for the students at the college was made available by the certified Counsellor		
Sports Day was conducted to enhance the competition atmosphere and student participation in sports		
Celebrated Mathrabhasha Diwas (International Mother Language Day) to Promote various mother tongue and culture of Nation.		
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	
Commencement of Mini Project for III Semester MBA	Mini Project gives In-depth Knowledge Regarding the Topic chosen which Addresses current Management Issues	
3 Days Workshop of Business Analytics for III Semester MBA	Students are given In-depth Knowledge regarding business so that they can perform Analysis Using tools like Correlation,	

	Regression , Hypothesis testing which helps them in taking Management decisions
Personality & Skill Development sessions on 1. How to Handle Failures in life 2. Global Money Week Financial Education 3. Law of the Land 4. Interpersonal Communication Skills	Personality and Skill development sessions helps students how to face the challenges in their life.
NSS Activity on Fit Bangalore for Fit India Road Safety Awareness Covid-19 Vaccination drive for three days Blood Donation Camp & Health Check-Up	Students were oriented about the Road safety awareness and The department organized the Blood donation camp & Health checkup for the welfare of the society and motivating the students to become a responsible citizen
Inter-class Sports day	Inter-Class Sports day was organized to build student intellect, Physical Aptitude as well as in assisting them to identify their potentials and bringing out the best in them
Cultural Week	Cultural activities have several practical implications. By participating in such activities, the students become more passionate and confident. These activities foster team spirit and a sense of responsibility in the students.
Parent Teacher Meet	PTM is an opportunity to exchange observation with each other. Sharing experience and observation provide a wider prospect for parent and teacher to plan, prepare and execute planning for better learning outcome.
13. Whether the AQAR was placed before statutory body?	Yes
Name of the statutory body	

Name	Date of meeting(s)
Governing Council	19/04/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	11/04/2022

15. Multidisciplinary / interdisciplinary

Vision : “We aspire to become a Leading Institution in Management Education with a Global and Dynamic Outlook by continually expanding and defining new frontiers of Management Education and its implications in the Corporate World”.

Al-Ameen Institute of Management Studies is affiliated to Bengaluru City University and hence adheres to the rules & regulations, syllabi and curriculum prescribed by the university. However, along with the academic calendar of events notified by the university we factor all co-curricular & extra-curricular activities, regularly monitoring the overall Knowledge Delivery System, keeping in mind the latest developments in the corporate world.

We ensure to offer a flexible and innovative curricular which engages in credit based courses along with emphasis on topics related to ethics, corporate spirituality, governance, environmental awareness, civic sense, failure management, health & fitness, mental health, law of the land etc., providing holistic and multidisciplinary education to our students. All the subjects taught fall in line with the course matrix provided by BCU

At the undergraduate level we provide multiple entry & exit options enabling a multidisciplinary & flexible curriculum as follows :

1. After completing One year - Exit Option with Certification.
2. After completing Two years - Exit Option with Diploma.
3. After completing Three years - Exit Option with Basic Bachelors Degree.
4. After completing Four years - Exit Option with Bachelor Degree Honors.

Staff meetings are regularly held to monitor the overall Knowledge Delivery System. Based on the expertise of individual teacher, the

syllabus is allotted to them and the subject teachers have to necessarily discuss lesson plan & submit revised lesson plans to the Principal & H.O.D. The syllabi of other premier universities are also compared by the faculty, to list out the additional modules that could be taught to the students beyond the prescribed curriculum as value Adds.

16.Academic bank of credits (ABC):

Since we are affiliated to BCU, we follow the Choice Based Credit System and syllabus as prescribed by the university with Semester Scheme with Multiple Entry and Exit Options for Under Graduate Course- as per NEP 2020. ABC will allow students of undergraduate and postgraduate degree courses to exit the course and enter within a stipulated period providing the option to explore more than one stream without any rigidity of combination of subjects. "Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time," as per UGC Regulation 2021.

We are open to ABC since it is a virtual/digital storehouse containing information of the credits earned by individual students throughout their learning journey. It will enable students to open their accounts and provide multiple options for entering and leaving colleges or universities thereby providing flexibility to the students and keeping the doors open for future. Further, the ABC Regulations intends to give impetus to blended learning Mode, allowing students to earn credits from various HEIs registered under this scheme and through SWAYAM, an online repository of courses. The student can earn up to 50 percent credits from outside the college/university where she/he is enrolled for the degree/diploma programme.

Students will get a wide array of opportunity to obtain Credits by undergoing Skill-courses from Registered Higher Education Institutions offering vocational Degree or Diploma or Post Graduate Diploma or Certificate programmes, since these are also eligible for accrual and redemption of credits through the Academic Bank of Credits.

Further, our faculty are encouraged to design their own curricular & pedagogical approaches by factoring extra modules in the lesson plan, for each & every subject, after comparing the syllabus of other universities as Value Additions. Along with this the latest

developments in the corporate world are also taken up as case studies. The principal also gives suggestions to further improve & strengthen the curriculum.
17.Skill development:
Al-Ameen gives due focus on skill development by inking MOUs with IBM - Vision Digital India & Monks Learning Lab offering Certification Courses in "Business Analytics" and "Entrepreneurship" respectively which is of 50 hours duration each. Apart from this, regular guest lectures by experts are conducted to hone the soft skills. We have collaborated with an NGO - CMCA (Children's Movement for Civic Awareness) to instill a sense of Corporate Social Responsibility in our students. We have taken up social immersion, rural immersion and global immersion programmes to <i>enhance the students' academic performance - proficiency, cognition, skills, aptitude, and gain more knowledge, thus paveing way to design, articulate and make an impact in real life. The university as such has also allotted four skill enhancement/development courses to be studied in the first six semesters as part of the regular curriculum for the undergraduate students.</i>
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
Our faculty provides flexibility in terms of teaching students in languages such as hindi, urdu and, kannada apart from the regular English language, whenever the need arises, to ensure effective knowledge delivery system enabling education to be relatable, relevant, interesting, and effective for all our students. Since India is a treasure trove of culture, we organize various events so that our students are well versed with the rich culture, tradition and heritage of India and can take pride in it.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Al-Ameen delves into approaches for learning outcomes and learning objectives that will help & guide students in the learning process. Learning outcome & learning objective help students map out their progress through a course; regardless of what stage or degree progression they are at. Transparency in these terms helps us as educators to take a student-centric approach to curriculum design. Feedback after each semester helps us incorporate changes in the curriculum taking into consideration the student's progress for each subject. Since it's important to define what students know, understand and are able to engage/do on completion of a unit of study. Learning management system enables faculty to identify outcomes to track mastery in a course, and add outcome

aligned rubrics to the course for effective visibility.

We make sure to take on the practical challenges of the corporate world. Hence we provide students hands-on experience through case studies, simulation, role plays, internships, projects, workshops, quiz sessions, seminars, conferences, paper presentations, book reviews, assignments, tests, exposure to guest lectures from experts and industry consultants. Our Faculty are also deputed regularly to seminars, conferences, webinars, refresher courses to get updated and enable the transfer of learning process.

20.Distance education/online education:

Switching over to Online Teaching Learning Process took precedence due to the outbreak of the Pandemic Covid-19 and subsequently prolonged lockdown of the Educational Institutions. All our faculty worked together on a war footing and developed learning materials of their respective subjects as per the curriculum & made it available on the college website link www.aimslibrary.blogspot.com and coaching through webinars. Our efforts did not go waste in this direction of developing online learning material & making it accessible for all our students in order to engage them on a Continuous Learning Mode and this quick action rolled out during the Pandemic crisis at Al-Ameen Institute of Management Studies, was recognized by a Research Company known as Begin Up Research Intelligence Pvt., Ltd., Bangalore & we were selected & honoured with an Award under the category "Outstanding Performance in Virtual Knowledge Delivery during the Pandemic". Today, online teaching-learning continues as a trend and made it possible for our students and faculty to explore & widen the knowledge horizon through webinars.

Extended Profile

1.Programme

1.1

2

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

File Description	Documents
Data Template	View File

2.Student

2.1

186

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **137**

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

File Description	Documents
Data Template	View File

2.3 **179**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **17**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **0**

Number of sanctioned posts during the year

Extended Profile

1.Programme

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

2

File Description	Documents
Data Template	View File

2.Student

2.1
Number of students during the year

186

File Description	Documents
Institutional Data in Prescribed Format	View File

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

137

File Description	Documents
Data Template	View File

2.3
Number of outgoing/ final year students during the year

179

File Description	Documents
Data Template	View File

3.Academic

3.1
Number of full time teachers during the year

17

File Description	Documents
Data Template	View File

3.2	0
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	10
Total number of Classrooms and Seminar halls	
4.2	6710271
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	166
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to Bengaluru City University and hence adheres to the syllabi & curriculum prescribed by the university. The curriculum is designed by the Board of Studies constituted by the university, ensuring a proper & an adequate representation of senior academicians of member colleges, industry practitioners & consultants. Al-Ameen Institute of Management Studies goes beyond the curriculum to deliver Value Addition to students by conducting industrial visits, guest lectures, panel discussion, collaborative programmes, seminars & workshops. The IQAC actively takes part in enhancing the students & faculty's competencies through the intervention of workshops, student personality & faculty development programmes.

The academic calendar of events notified by the university is adhered to, after having factored all co-curricular & extracurricular activities, staff meetings are regularly held to monitor the overall Knowledge Delivery System. The subject

teachers have to necessarily discuss & submit their lesson plans to the Principal & H.O.D. The syllabi of other premier universities are also compared by the faculty, to list out the additional modules that could be taught to the students beyond the prescribed curriculum

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 university specifies both Internal & External evaluation to assess the students on the skills being gained by the students, as they are progressing to become full-fledged graduates. The Internal evaluation is a hybrid of conventional & modern approach which includes assessing performance along with written tests, assignments, group discussions, presentations, attendance regularity & punctuality, participation in co-curricular & extra-curricular activities. All these activities have honed the communication & inter-personal skills of the students.

File Description	Documents
Upload relevant supporting document	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	View File

1.2 - Academic Flexibility

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

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

2

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)

1

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

125

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

1.3 - Curriculum Enrichment

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

In order to sensitize students on ethics, human values, corporate spirituality & good governance, Al-Ameen Institute of Management Studies conducts value education classes once every month to both faculty & students. Further, several lectures are delivered to students about environmental issues such as global warming, carbon emissions, rain water harvesting, significance of planting trees and effects of stubble burning & Sustainable Development Goals. At Al-Ameen Institute of Management Studies, we observe earth-hour by switching off all the electricity between 1.00 p.m. & 2.00 p.m. every day, we observe vanamohatsav and Swacch Bharath programmes. Inculcating the practice of respect for women in the society is a predominant activity at AIMS.

- Guest Lecture on Education and Women Empowerment by Dr. Nirmala Prof. B.C.U
- Guest Lecture on Corporate Spirituality & Business Ethics by Dr. Hari Krishna Maram , Management Consultant
- Guest Lecture on Health & Hygiene by Dr. Arun, a Medical Practitioner
- Guest Lecture on Environment & Sustainability by Prof. Nayaz , M.Sc Botany
- Guest Lecture on Corporate Spirituality & Business Ethics by Dr. Hari Krishna Maram , Management Consultant
- Guest Lecture on Health & Hygiene by Dr. Arun, a Medical Practitioner
- Guest Lecture on Environment & Sustainability by Prof. Nayaz , M.Sc Botany

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

2

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

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

162

File Description	Documents
Any additional information	No File Uploaded
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

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://alameenbba.in/feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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	No File Uploaded
URL for feedback report	https://alameenbba.in/pdf/Process-of-feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

183

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

122

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 assesses the learning level of the students & organizes special programmes for advanced & slow learners. AIMS has a track record of admitting students with as low as 35% in their last Qualifying exams for our courses and we deem it a challenge to implement a full-fledged Knowledge Delivery System with continuous evaluation to track the academic progress of the students. Tests are conducted by all teachers in their subjects, chapter-wise & the results are monitored in addition to their participation in class room presentations activities. This exercise has enabled us to clearly identify the Advanced Learners & Slow Learner categories. Slow learners are given extra individual attention by their mentors and are given special classes & remedial classes on the topics they are finding difficulties with. This exercise is carried out stringently at our Institution. Further, a group of slow learners are tagged with 2 or 3 advanced learners to foster peer learning. The advanced learners are deputed to represent our Institution in several Inter-Collegiate Co-Curricular & Extra-Curricular competitions & events. Our efforts in this regard, has fructified, going by the high pass percentage of our students in the final examination results declared by the university.

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

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

Number of Students	Number of Teachers
435	18

File Description	Documents
Any additional information	No File Uploaded

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

At Al-Ameen Institute of Management Studies, students are encouraged to indulge in all the student centric methods such as experiential learning, participative learning & problem solving methodologies to enhance their learning experience during their stay in the campus.

Experiential Learning: Industrial visits, Internship training in corporate and dissertation titles chosen by the students gives a hands-on corporate experience to the students. Further students are encouraged to choose a research topic for delving into its depth through data collection & data analysis; developing, presenting & publishing a research article in seminars/conferences. They are given orientation to prepare a Bankable Business Plan too.

Participative Learning: students participate in several Intercollegiate Management events regularly & have bagged several prizes. They are also being deputed to attend several seminars/webinars, sponsored by the Institution. Regularly Quizzes, Role Plays, group discussions are conducted. Problem Solving: students are taught management concepts & lessons through Case Studies for each & every subject. Case study approach is one of the compulsory adopted teaching tool.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The following tools are used by the Institute ICT Tools

1. Projectors- Projectors are available in different classrooms.

2. Desktop and Laptops- Arranged at Computer Lab and Faculty work stations.

3. Printers- They are installed at offices and other prominent places.

4. Photocopier machines - Multifunction scanners are available at all prominent places in the institute.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Hall- Seminar hall is equipped with all digital facilities.

7. Smart Board- One smart board is installed in the campus.

8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom

Use of ICT By Faculty

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications as and when the need arises.

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

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

2.3.3.1 - Number of mentors

12

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

18

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

4

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

18

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

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.

All the students of the institution are oriented about the evaluation process & the rules of which is published in the prospectus of the Institution as prescribed by the Bengaluru City University, as applicable to both Internal assessment & External assessment. The institution believes in continuous & holistic evaluation.

Further, faculty members reinforce these instructions in the classroom & a copy is displayed on the students' notice board.

Mock tests, Model Question papers are given to students & evaluated by the subject teachers, to enable students answer Questions in the most expected manner. The Internal examination assessment procedure as prescribed by the Bengaluru City University, gives weightage to attendance, class tests & presentations.

Regular staff meetings are conducted & the faculty are made aware of the latest updates in the evaluation process as & when the university issues notifications. Further the university has introduced Optical Magnetic Recognition Answer Sheets to maintain transparency & confidentiality.

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

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

A distinct Examination Committee oversees the conduct of Internal Assessment Examinations at Al-Ameen Institute of Management Studies so as to ensure that the evaluation is carried out in a fair & transparent manner. All the answer sheets & marks list records are maintained. After the evaluation process, the students are counseled one-to-one in the presence of their parents, about their performance & ways to improve. Students are free to approach the Examination Committee for sorting out Grievances (if any) & if the Grievance is not addressed, the principal solves anomalies (if any) & only then forwards the marks list to the university Registrar (Evaluation). As regards the external examinations, our institution takes pride to be recognized as one of the examination centres of BCU & the exams are conducted in a fair & a transparent manner with a strict vigilance. Students having grievances with the external examination evaluation process, have the option for re-evaluation & challenge evaluation at the university.

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

2.6 - Student Performance and Learning Outcomes

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

BBA course offers simulation exercise in Management to develop Leadership skills and to take up Managerial roles in the Corporate World & promote Entrepreneurship too. The graduates of this course can gain employment in Government institutions, Corporate houses &

Business Establishments. The course exposes them to several workshops, corporate gatherings, industries, guest lectures from Consultants & Industry Experts thus facilitating a meaningful Industry Institute Interaction & making graduates more employable & job-ready.

MBA course offers a real world corporate simulation exercise to the graduates to hone their communication skills, analytical reasoning skills, leadership skills & develop networks to create great career paths. Basically the course aims at crafting persons into “Business Specialists” in the areas of Marketing, HR, Finance and Entrepreneurship. At Al-Ameen Institute of Management Studies, we have all resources deployed to enhance the Business Acumen of “Management Professionals in the Making”.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://alameenbba.in/course_outcome
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The metrics used by Al-Ameen Institute of Management Studies, to evaluate the course outcomes would be the success rate of PlacementPage 21/67 09-02-2023 11:12:50 Self Study Report of AL-AMEEN INSTITUTE OF MANAGEMENT STUDIES placements, the number of students turning into entrepreneurs and the overall pass percentage and % of first classes & distinctions in the final examination results declared by the university. We also seek inputs & intervention of the Industry experts & Consultants to deliver a few series of lectures on the emerging issues in the Corporate World. We sensitize our students on the paradigm shift & new age courses such as Digital Marketing, Business Analytics, Internet of Things etc., to keep them updated with the Industry expectations. At Al-Ameen Institute of Management Studies, we believe in the concept of continuous evaluation of students' progress, in not only curricular but also in co-curricular & extra-curricular activities. The faculty mentors to whom the students are assigned regularly track the participation of students in class room presentations, tests, seminars, sports & cultural

activities, etc in order to make them readily employable.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://alameenbba.in/course_outcome

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

194

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	No File Uploaded
Paste link for the annual report	https://alameenbba.in/pdf/annual_report_21-22.pdf

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://alameenbba.in/student_support

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

Entrepreneurship plays a pivotal role in the growth of the economy; they spur industry transformations, create new markets

and help build resilient communities. Thus Entrepreneurs benefit the society through economic growth, wealth generation, social change and community development. At Al-Ameen Institute of Management Studies we believe that facilitating “Job Creation” rather than chasing jobs is of utmost importance. Promoting an ecosystem that nurtures entrepreneurs is an important policy priority for the development of economies. Irrespective of the degree of success, entrepreneurs share certain personal attributes like creativity, dedication, determination, flexibility, leadership, passion and self-confidence. Thus, we believe that the most important factor for a successful entrepreneur is to be aware of the strengths and to build on them. The challenging issues that had to be addressed in designing and implementing the practices were that B-Schools graduates’ placements are subjected to business life cycles. The phase of recession and the companies not visiting the campus for recruitments gave us a dire need for establishing an “Entrepreneurship Development Cell”.

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

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

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

13

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

3.3 - Research Publications and Awards

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

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

14

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

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year****2**

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year****6**

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

3.4 - Extension Activities

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

Al-Ameen Institute of Management Studies as part of the Al-Ameen

Movement has a legacy of imparting the importance of Extension Activities and leaves no stone unturned to help and provide support and sensitize our students about this important issue. To set an example, we have the “Al-Ameen Scholarship Committee” since 1968 which provides support to meritorious underprivileged students of not only Al-Ameen Institutions but extends help to student community throughout Karnataka and beyond. In order to take this forward, the staff & alumni of our institution, have passionately joined hands in this endeavour wherein the staff donates 0.5% of their basic salary every month & alumni donates school fees for poor children. Al-Ameen Institute of Management Studies has inked an MOU with an NGO named CMCA – Children’s Movement for Civic Awareness for fulfilling Al-Ameen Institute of Management Studies extension activity for its students. Here the students are sensitized on issues such as Diversity & Social Justice, Equality & Gender, Democratic Citizenship, Composite Culture & Development of Social Scientific Temper through techniques such as visual aids, discussions, debates, role plays, stories, field trips & campaigns.

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

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

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

0

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

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

community and NGOs) during the year

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

8

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

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

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

700

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

3.5 - Collaboration

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

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

5

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

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

AIMS has state-of-the-art physical infrastructural facilities to aid effective teaching-learning. AIMS is located on a campus of about 2.86 acres of land, amidst a beautiful landscaped garden. It has a spacious & well furnished seminar hall, adequate number of class rooms, computer lab, library equipped with resources, workstation for each & every faculty. AlAmeen Institute of Management Studies has two blocks, one for BBA & the other for MBA. The seminar hall has a built up area of 223.2 sq. mts with a seating capacity of 125 with AC. It has a small refreshment room & a recording room adjoining it. It is equipped with smart board, LCDs & video conferencing facility. We have an Audio-Visual room, with a built up area of 75 sq. mts equipped with a smart board

too. The computer lab with about 120 computers, 10 printers & scanners, is having a built up area of 210 sq. mts. The Classrooms are spacious, ventilated and well lit with ergonomically designed seats, LCDs and podium. We have a language lab with 12 systems to hone the communication skills of our students

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

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

The infrastructure at Al-Ameen Institute of Management Studies supports the conduct of sports, outdoor & indoor games & cultural activities. We have a playground to support throw ball, volley ball, badminton and kabaddi matches. We hire Kittur Rani Channamma Stadium nearby to conduct cricket tournaments. There is a student recreation room to facilitate indoor games like carrom, chess and table tennis. Our college has a gymnasium with a few equipments like tread mill, hyper extension bench, cardio, cycle. We also have an amphi theatre with a seating capacity of 1500 where we conduct cultural events.

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2194043

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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)

Library has been redefined as facilitators to a world of information far beyond physical collections, providing access to global information through online resources and systems ,and at the same time creating our own content. Staff and students expectations are developing in line with these changes in the teaching, research and scholarly communication environment.

Library has taken a major role in supporting academic and students within technologically and constantly and rapidly changing, with the expectation and requirement of the information users increasing, thus library needs to provide an excellent search and discovery experience for both the teachers and the students. As access to gadgets like mobile devices become present users, users expect seamless access to information and services, provide

anywhere, anytime and for everyone.

The college library is automated with Integrated Library Management System (ILMS), "NEWGEN LIB". Books collections are regularly updated in the library software and made available for the students and faculty members.

OPAC : Library has a computerized barcode based issue and return process, Online Public Access Catalogue (OPAC) facility is made available in the central library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://alameenbba.in/facilities/library

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

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

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

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

323311

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

235

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

Al-Ameen Institute of Management Studies is a Wifi enabled campus, we have a leased line of 5 Mbps, 1:1 with 04 Wifi nodes. We intend to upgrade the Information & Communication Technology enabled tools & resources with the latest configurations. Emphasis is laid on upgrading the existing IT infrastructure with the improved versions of hardware, software, firewall etc. Faculty are provided with workstations. Library is fully digitalized with access to e-journals & e-learning resources. Extensive use of Smart Boards & Projectors in the class rooms as encouraged. Computerized students attendance is emphasized. Emphasis is levied on the usage of language lab facility by the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://alameenbba.in/facilities/it_infrastructure

4.3.2 - Number of Computers

180

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution **D. 10 - 5MBPS**

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)

1908724

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.

Al-Ameen Institute of Management Studies has a full time Maintenance Manager to ensure the repair & upkeep of all the facilities on campus. He is aided by full time assistants in the capacity of Electricians, Plumber, Carpenter & Gardener. A civil contractor is also identified for undertaking all masonry & repair

work. Systems are in place for Preventive Maintenance. However in cases of breakdown, these issues are brought to the notice of the Principal by the faculty & Students and the Principal ensures its timely fixation in co-ordination with the maintenance manager. The computer systems are being maintained by Vertical Technology, with whom we have an Annual Maintenance contract. All the telephones and intercom systems are maintained by Ozone systems. We have fire safety mechanism in place being maintained by Mini MAK Fire Services. Water purifiers are maintained by Aqua Guard Company with whom we have an Annual Maintenance contract. The institution has about 8 housekeeping staff to regularly oversee the hygiene & sanitation of the premises.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://alameenbba.in/facilities/it_infrastructure

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

121

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

121

File Description	Documents
Upload any additional information	No File Uploaded
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://alameenbba.in/
Any additional information	No File Uploaded
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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

19

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

0

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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

The institution has the practice of identifying the class representatives for each class at beginning of the semester commencement and nominates them to student council. The members from this council are encouraged to participate in different administrative bodies. The council is responsible for conducting many curricular, co-curricular and extracurricular activities in the campus.

The activities organized by various committees under the Student Council are:

- 1. Student Council: The Student Council Committee is established every year for performing prescribed duties.**
- 2. Grievances redressal committee: These committees addresses the complaints lodged by any student and redress it as per requirement. The committee follows the guidelines given by AICTE.**
- 3. Anti-Ragging Committee: This committee spread awareness among students against ragging activities. This committee prevents, prohibits and redresses any and all forms of instances of ragging in college.**
- 4. Cultural Committee: Cultural committee is responsible for all the intra and inter collegiate cultural events in**

college. To plan and schedule cultural events. This committee provides platform to students to exhibit their talents.

5. Sports Committee: This committee aims at enhancing the interest of the participants in the field of sports. This committee organizes and conducts various sports and games both indoor and outdoor in the college.

Sexual Harassment committee: Anti-Sexual Harassment Committee has been established by the college to provide a healthy atmosphere to the students of the college. Anti Sexual Harassment Committee deals with issues relating to sexual harassment. This committee organizes gender sensitization awareness programme.

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

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

6

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

Yes, Al-Ameen Institute of Management Studies has registered its Alumni Association under the Societies Registration Act 1980. The association regularly meets & interacts with the principal. Our Alumni are the brand ambassadors of Al-Ameen, spread across the globe & they are the binding forces of the Institution & Industries thus facilitating training, research, internships, tie-ups & placements. Our Alumni have made us proud by occupying top notch positions in the corporate world & a few of our Alumni have turned out to be successful entrepreneurs. They volunteer to deliver Guest Lectures to our students thereby facilitating Industry-Institute Interactions. They have also contributed voluntarily for educating underprivileged children of Al-Ameen Nursery & Primary School. The office bearers of the Alumni Association strengthen the network of members' year on year & conduct regular meetings to facilitate enhanced Industry-Institute Interactions. We have a strong Alumni Association with about 2000 members till date

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

5.4.2 - Alumni contribution during the year A. ? 5Lakhs (INR in Lakhs)

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

Vision

"We aspire to become a Leading Institution in Management Education with a Global and Dynamic Outlook by continually expanding and defining new frontiers of Management Education and its implications in the Corporate World".

Mission

“To be the Best Vendor of Ethical and Value Added Human Capital to the Development of Corporate and Industry Economy through Quality Training and Continuous Learning”.

Al-Ameen Educational Society is a non-profit, secular, philanthropic, and a minority institution founded in the year 1966, by our Founder, Late Dr. Mumtaz Ahmed Khan in the quest to promote & spread education, as a foundation of success – a significant contribution to economic development, social progress and political democracy in our society & country. The need to provide excellence in professional education led to the establishment of Al-Ameen Institute of Management Studies in 1991-92 and today we take pride to be offering 120 seats each for BBA & MBA courses.

File Description	Documents
Paste link for additional information	Nil
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.

Effective leadership makes a difference in improving learning-teaching. We constantly renew our efforts, to ensure that leadership matters and how important those effects are in promoting the learning-teaching process. A decentralized functioning mechanism empowers individual faculty with a great level of flexibility in academic administration thereby facilitating the decision making process. The policies are well defined by the Principal, within the purview of the rules & regulations of Bangalore City University, AICTE, Government of Karnataka & Al-Ameen Educational Society. Faculty & students are well represented in various academic & administrative committees ensuring, adequate checks and balances by the IQAC. The Management of Al-Ameen Educational Society, Principal & IQAC are in cohesion to ensure that the objectives & purpose of the decisions made, is accomplished.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Al-Ameen Educational Society is a movement with a philanthropic mission of empowering Minority Students through Education. Al-Ameen Institute of Management Studies takes pride to be functioning under the aegis of Al-Ameen Educational Society founded in 1966 by late Dr. Mumtaz Ahmed Khan.

Al-Ameen Institute of Management Studies, is guided by the philanthropic ideas of our beloved founder; to provide education to the impoverished sections of the society, to eradicate illiteracy & to raise the standard of living of the poor students in general & muslim students particular.

To further this noble cause, Al-Ameen Scholarship Committee was established in 1966, to provide scholarships to meritorious & financially poor students. The Scholarship Committee disburses annually about one to two crores INR of scholarship to all the deserving students pursuing education, not only at the Institutions of Al-Ameen but across all other institutions.

Inspired by this noble service, all the faculty & staff working at Al-Ameen, have passionately joined hands in this endeavour, by voluntarily donating 0.5% of their basic salary every month to the Al-Ameen Scholarship fund since Feb 2015. This act of giving has become infectious, wherein our Alumni students have also donated voluntarily to support the education of deserving students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

A platform for professional Business and Management Education, where Values meet Excellence; to be achieved with constant upgradation of Conceptual, Entrepreneurial, Technical & Human Resources Skills and Ethical Values through Continuous Industry-Institute Interactions, Faculty Development and Student Personality Development programmes and Research”.

Al-Ameen Institute of Management Studies Quality Policy reflects our Vision & Mission and is a guideline for our Decision Making and at the same time ensures the following :

- **Compliance with the B.C.U/AICTE/State Government/ UGC Rules & Regulations.**
- **Establishing and Monitoring the performance of faculty and students along appropriate Performance Indicators and Benchmarking through Continuous Interactions and Feedback received from our Stakeholders viz., Students, Parents, Alumni & Recruiters.**
- **Reviewing and Deploying adequate Resources to confirm to the requirements.**
- **To constantly access the changing global business environment and factoring the changes in our Knowledge Delivery System.**

Al-Ameen Institute of Management Studies has a Systematic Manpower planning exercise in place, which takes care of the staff’s Recruitment, Selection, Training & Development, Remuneration, Integration & Maintenance.

Al-Ameen Institute of Management Studies has a Service Rule Book that clearly expresses the Appointment & Service Regulations to be followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://alameenbba.in/organogram
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	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

Al-Ameen Institute of Management Studies believes in the practice of considering employees as “Human Resource” & so both Teaching & Non-Teaching staff are being extended with several welfare measures such as :

1. The staff is provided with daily refreshments.
2. Canteen is located within the premises serving healthy food with subsidized rates.
3. Providing maternity leave and earned leave / vacation leave.
4. The staff avails recreation facilities like indoor games & gymnasium.
5. Scholarship & fee concession are provided to the children of the staff for pursuing education at Al-Ameen.
6. Provident Fund & E.S.I. facility is provided as per the norms.
7. Loan assistance is provided for employees seeking personal loan / vehicle loan.
8. A campus doctor is available for emergency & regular health check-up is done.
9. A separate Ladies Room is provided for the women staff.
10. Congenial working conditions are adhered.
11. Faculty pursuing Ph.D., in recognized universities are given a Research Allowance Package of Rs.90,000/- while the Non-teaching staff are encouraged to pursue their higher education.

- 12. The management of Al-Ameen has setup the “Al-Ameen Welfare Fund” to cater to the medical or health related exigencies of the staff.**
- 13. Accident insurance policy is in force covering all teaching and non-teaching staff.**

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

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

2

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

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

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

9

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	No File Uploaded
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

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
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

Performance Appraisal is an annual exercise and is a compulsory pre-requisite for rewarding the faculty with incentives & promotions. Speaking about the Performance Appraisal of Teaching Staff, each faculty is subjected to a 3600 appraisal by their own

self, students, principal, peer group and alumni on various parameters in order to have an objective and holistic evaluation. Each of the appraise evaluation forms are designed in the most comprehensive manner & is exhaustive.

The Non -Teaching staff Performance Appraisal takes place in 2 phases (a) Self Appraisal

(b) Appraisal by the Principal.

The Appraisal reports with the consolidated score of the Teaching and Non Teaching Staff are discussed with the Management by the Principal on a case to case basis and the Management lends complete co-operation and the Principal's recommendations are honoured. The increments and promotion is sanctioned without any delay & the sanction orders are sent to the office of Al-Ameen Institute of Management Studies. These sanction orders are the official documents that gets into the guard files of the office & gets recorded in the respective Service Registers of the Employees.

File Description	Documents
Paste link for additional information	NA
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

Our Institution has the policy of adopting fair & transparency process in our accounting system.

Internal Audit is stringently carried out every Quarter & the Financial Audit is carried out diligently at the end of the Financial Year.

All the fee receivables from the students are either in Demand Drafts or online payment & there is no cash receipts whatsoever. Our Accounts Department comprises of qualified & an experienced Accounts Superintendent, assisted by two accountants, who regularly update the accounts as & when, any transaction takes place. All accounts are maintained in the TALLY.

Auditors appointed by the Al-Ameen Educational Society are “A F & Associates”. All the Financial Statements, Income & Expenditure accounts, Receipts & Payments accounts prepared by our Accounts department are thoroughly scrutinized by the Internal team of Auditors & by the External team of Auditors.

In case of any audit objections, the auditors communicate to the Executive Committee of Al-Ameen Educational Society and immediately such objections are addressed with the suggested changes in the accounting process & the same is totally complied with. The audited reports of our Institution are placed for ratification by the Management in its Executive Committee meetings & Annual General Body meetings.

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

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)

1257230

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

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

Al-Ameen Institute of Management Studies is a self financing institution. The only source of funding is the Tuition fee collected from the students.

Before the beginning of each financial year, a Budget is prepared & submitted by the Principal for approval by the Hon. Secretary of

Al-Ameen Educational Society. The budget explicitly provides for all incidental, recurring & non-recurring revenues & capital expenditure.

There are several rounds of discussions with the Principal & Management of Al-Ameen before approving the final budget. The approved budget estimates are the guidelines for the Principal to know the maximum amount of expenditure to be incurred. Very rarely do we exceed the budgeted expenditure & in case of exigencies or any unforeseen expenditure, the Management of Al-Ameen Institute of Management Studies does not have any second thought in making provision for such expenditure too.

As mentioned earlier, Al-Ameen Educational Society is built on the foundation of philanthropic ideals & any surplus that gets generated from the Institution at the end of the financial year is ploughed back to the Institution by way of Infrastructure development and scholarships to the needy.

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

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

Regular IQAC meetings has enabled our Institution to ideate and implement curricular, co-curricular & extra-curricular activities aimed at holistic student development, faculty enrichment, placements & overall brand building of Al-Ameen Institute of Management Studies.

Al-Ameen Institute of Management Studies has a 3 tier system viz., Governing Council, IQAC & various academic & administrative committees as an integrated frame work for Quality assurance. The IQAC is the planning body, collecting feedback from interactions with all the stakeholders & proposing plans to the Governing Council for approval of its implementation. The institution organizes training & interactive sessions on Quality Assurance procedures from time to time for its teaching as well as non-teaching staff. We also have an annual certification audit for ISO 9001 : 2015 of our institution. Since Al-Ameen Institute of

Management Studies is affiliated to BCU, we are subjected to annual Inspection from the visit of Local Inquiry Committee constituted by BCU. All these have enabled the Institution for the documentation of all activities & events conducted and for having in place checks & balances to identify deviations & initiate corrective actions, wherever required.

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

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

AIMS has a policy of reviewing its teaching-learning process, structures & methodologies of operations & learning outcomes at periodic intervals through IQAC such as :

We believe in the practice of obtaining feedback to perform better and feedback is collected from the stake holders so as to enable continuous & comprehensive evaluation of the overall course curriculum.

We strictly adhere to the 360 appraisal of faculty by peers, students & principal to continuously review the Teaching-Learning Process & take corrective action wherever necessary.

Remedial classes are conducted for slow learners.

1. IQAC ensures that all the faculty & students are updated with the latest developments in the Corporate & Business World. The faculty are deputed to FDPs, seminars, conferences, workshops & refreshers courses. The students are provided with business newspapers and are deputed to several competitive events, paper presentations, conferences & webinars for knowledge exposure & confidence building. Assignments, class room presentations, group discussions, debates, quizzes & simulation exercises are regularly conducted and monitored.

Guest Lectures from eminent personalities are being delivered to expand students' Thinking Horizons. Adoption of Information & Communication Technology has improved Teaching pedagogy & student-teacher interactions.

File Description	Documents
Paste link for additional information	https://alameenbba.in/course_outcome
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://alameenbba.in/iqac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender relations impact greatly on the effective functioning of both society and the economy. Thus gender inequalities could create obstacles to the sustainability and effectiveness of the society at large, if not addressed appropriately & timely. Hence

it is a necessary evil to work towards reducing gender inequality at all levels and contribute our bit towards reinvigorating & building the economy.

Annual gender sensitization Action Plan:

At Al-Ameen Institute of Management Studies, there is no discrimination whatsoever. There are equal representation of men & women in the faculty, staff and student community. We conduct several Gender Equality Sensitization programmes to all our faculty, administrative staff and students on :

1. Women Empowerment
2. Gender Equality at workplace
3. Gender Diversity & its benefits
4. Women's Day Celebrations to demonstrate the achievements of women and to recognize women achievers.

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	Nil

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

India faces major environmental challenges associated with waste generation and inadequate waste collection, transport, treatment and disposal. It's very essential to cope up with this issue, as it directly impacts on the environment and health of all those living in the vicinity. The challenges and barriers are significant, but so are the opportunities. Providing a healthy and safe environment is of utmost priority at Al-Ameen. Therefore Effective Waste Management is done by either disposing or re-cycling, either by in-house utilization/ consumption or by outsourcing its collection and disposal to an authorized agency.

The waste is categorized as follows :

- Biodegradable, organic waste like cooked food, vegetables, fruit, leaves etc.
- Recyclable waste like paper, cartons, cans, metallic items etc.
- Non-degradable waste like glass, blades, expired medicine, bandages etc.

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

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

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**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
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

E. None 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	No File Uploaded
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

D. Any 1 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
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 fosters Inclusive Environment and practices Secularism, Professionalism, promotes Harmony and respects Cultural Differences. The objective of promoting inclusive learning environment, is by identifying and addressing the individual needs of all learners and working towards removing barriers if any.

The economic slowdown in India, which is accelerated with Covid-19 Pandemic has been a threat to the livelihoods of millions, and this situation is estimated to worsen, with loss of wealth, religious freedom & social harmony, pushing millions more into abject poverty.

It is a known fact that countries with lower hostilities and government restrictions on religion ranked higher in primary education and health, technical training & higher education, technological readiness, innovation, communications & transport infrastructure, market efficiency, business sophistication, financial market development, institutional environment promoting wealth, and labour efficiency market. Religious freedom also contributes greatly to the overall peace and stability and help lower corruption – the two important ingredients for economic development.

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	View File

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

India has a glorious history of democracy, and includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race or sex. Fundamental responsibilities are thus the moral obligations that all citizens of a nation must follow in order to encourage patriotism and reinforce India's unity.

The Preamble of our Constitution says, WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a [SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC] and to secure to all its citizens: JUSTICE, social, economic and political; LIBERTY of thought, expression, belief, faith and worship; EQUALITY of status and of opportunity; and to promote among them all FRATERNITY assuring the dignity of the individual and the [unity and integrity of the Nation].

The preamble can be referred to as the preface which highlights the entire Constitution, makes it very clear that the ideals of the Constitution have to percolate to every citizen of India.

We sensitize the students and the employees of the institution to the Constitutional Obligations about values, rights, duties, and responsibilities of citizens which enables them to imbibe as a responsible citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>Objectives : i. To sensitize students and employees of the Institution to the constitutional obligations: Fundamental values, rights, duties, and responsibilities of citizens. ii. Understand the Fundamental Duties, that are defined as the moral obligations of all citizens to help promote a spirit of patriotism and to uphold the Unity of India. iii. The idea of citizenship has acquired a new meaning, content, and purpose in the democratic world. While emphasizing rights, it very important that one is also sincere about his or her duties towards the society at large and the country in particular, especially its safety and security imperatives. iv. We believe that "Work is Worship", which emphasizes on one's duty, which means that if every individual performs their duties with sincerity & dedication, then it amounts to nothing less than worship. The affiliating University curriculum is framed with mandatory courses like Professional Ethics and Human Values, Constitution of India, Essence of Indian Traditional Knowledge, as a step in the right direction to inculcate constitutional obligations amongst the students. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. We have a tie-up with an NGO, CMCA to further this cause, and we have experts from CMCA visiting our institution twice a week to instill & ingrain amongst our students the importance of being responsible citizens of India. The Initiatives by our institution are : 1.</u>

	<u>Vigilance Awareness Week: 'Integrity - A way of Life 'To spread awareness regarding Values & Ethics and knowing one's personality. 2. Our NSS unit successfully participates in activities & programmes and encourages other students to serve this noble cause too. Some of the initiatives by our NSS unit are listed below : a) Dental Checkup Camp on 14th Mar 2022 by Bangalore Institute of Dental Sciences & Hospital. b) International Women's Day on 9th Mar 2022. c) World Cancer Day Rally on 5th Feb 2022. d) Free Vaccine Drive for students in the campus on 3rd Feb 2022 by Narayana Health City. e) Blood Donation Camp on 18th Nov 2021 by Rotary Bangalore TTK Blood Centre. f) Health Checkup Camp on 7th Sep 2021. 3. Beti Bachao, Beti Padhao Jan Aandolan Awareness Programmes. 4. Visits to slum areas nearby to create awareness on the fundamental rights & duties as citizens of India and also to motivate the community to take up this most important responsibility of encouraging education, especially to the browbeaten sections of the society and help eradicate illiteracy, raise the standard of living and boost economic growth. 5. Lectures on : a) Law, Logic, International Relation & Human Rights - To create opportunities for the participants to learn, prosper, and work internationally. b) Know Your Rights To inculcate the spirit of social entrepreneurship among the students.</u>
Any other relevant information	Nil

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

professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

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

We celebrate National and International days enthusiastically every year. The academic calendar is brimming with important events, many national and international commemorative days and festivals. All the students and staff come together to create awareness, bring out the significance and portray the rich history, heritage, tradition, diversity and instill a sense of patriotism.

The observation of such National & International days sends a strong message to our students that, these celebrations unites a diverse country with harmony, brotherhood, unity and brings about pluralism & diversity of India in particular and the whole world in general and each event is celebrated in that very spirit.

List of commemorative days, events and festivals celebrated in our college

- **Oil Conservation week**
- **Road Safety Week**
- **National Youth Day**
- **Indian Tourism Day**
- **Republic Day**
- **National Cleanliness Day**
- **National Safety Week**
- **International Women's Day**

- World Water Day
- Prevention of Blindness Week
- World Health Day
- World Earth Day
- World Book Day
- World Environment Day
- International Day against Drug Abuse and Illicit Trafficking
- Independence
- National Nutrition Week
- Teachers' Day
- International Literacy Day
- National Voluntary Blood Donation Day
- International Day for Elderly People
- Wild Life Week
- Mahatma Gandhi's Birthday - Gandhi Jayanthi
- National Pollution Control Day
- Girl Child Day

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.

Title : Shaping up Students to become a Complete Personality

Context : Most of the Management Students suffer from "Perception Performance Paradox" wherein they have a perception about their capabilities which may not match with their performance. This gap between deserve & desire needs to be understood and addressed.

Objectives of the Practice :

The Primary Objective of the Practice is to provide a Holistic Education that drives students towards Academic Excellence and Character Formation with an element of Social Concern. The other objectives of the practice are

1. **Creating an ecosystem in the campus that fosters Leadership Skills.**
2. **Providing adequate exposure to Industry, Professional Bodies & other organizations of importance.**
3. **Offering a conducive environment for students to explore & innovate in their areas of interest.**

Practice : This idea was rolled into practice after having had several consultations, discussions, deliberations & feedback mechanisms that caters to the achievement of academic excellence, character formation & social responsibility.

In this direction the institution embraces practices such as :

1. **Experiential Learning through internship programmes, industrial visits, seminars, guest lectures, workshops & students club activities, social & rural immersion activities.**
2. **Certification programmes in Entrepreneurship & Business Analytics.**

File Description	Documents
Best practices in the Institutional website	https://alameenbba.in/pdf/Best-Practices.pdf
Any other relevant information	c) Participative decision making where student & faculty representatives in various administrative & academic committees to hone their Leadership Skills. d) Independent Learning : Students are motivated to enroll for MOOC programmes. e) Career Guidance : The Placement Cell of the college organizes programmes under the head "Finishing School Training" to enhance the success rate of placements by enhancing their competencies. f) Collaborations with NGO : In order to instill Social Responsibility, lectures & sermons are organized by the institution by inviting religious leaders to instill in the minds of the students about honesty & being successful in the long run rather than being a victim to short lived success achieved by cutting corners. g) Going Beyond the Prescribed Curriculum : In addition to delivering the modules prescribed in the curriculum by the university, every week workshop sessions are compulsorily held to all the students and is factored in the time table to discuss & deliberate the burning issues, amalgamations, collaborations, paradigm shifts etc., taking place in the corporate world to keep themselves abreast with the Changing Corporate Scenario. Obstacles : It was essential to establish a clear line of communication from the Principal to the teaching staff, administrative staff & the students entrusted to our care about the Big Picture behind rolling out this practice. Hence, several rounds of sensitization was executed to roll out this programme into practice. Impact of the Practice : The

best metric to evaluate the impact of this practice is the success rate of placements that we can display. Our students have occupied coveted positions in the Corporate and few have also turned Entrepreneurs. The academic results of our students is excellent too. Best Practices Title : Book Review from Students Context : Reading has been the best way to acquire Knowledge and expose oneself to new information & ideas. Reading enhances vocabulary, improves conversation skills & stimulates the mind. Reading also helps to boost confidence & forestalls intellectual decay. Other than bestowing knowledge, reading encourages one to shape character & their social abilities too. It is also said that reading helps one to become successful in their chosen field of profession. Objectives of the Practice : With the increasing popularity of technology, youngsters end up spending time browsing on a screen or watching a television show that may not be productive. This is where reading has an upper hand. The primary objectives of the Practice include : 1) To promote reading habit amongst students to enhance their reading capacity. 2) Reading supports their learning & equips them with skills that are essential to succeed in a dynamic environment. 3) Reading exhilarates the learning process & stimulates out-of-the-box thinking too. Practice : There was a felt need to engage students on a Continuous Learning Mode failing which they would restrict their knowledge & focus to the syllabi prescribed by the university. Students need to scan the Corporate Environment for tracking changes, developments, paradigm shifts & philosophies. The Principal is involved in the hand picking of inspirational books in general & management books in particular and these books are distributed to each & every student of the college as per their

choice to compulsorily read & present the chosen Book's Review, chapter wise both in soft & hard copy. The presentations of the review are made to the entire student group on Saturdays each week, and the hard copies of it are filed in the library for future references. Obstacles : Al-Ameen Institute of Management Studies is located strategically in the heart of Bangalore City - the capital of the State of Karnataka. Al-Ameen Institute of Management Studies has no financial constrains to equip our library with books that act as a game changer in the lives of the students. Our library has an eclectic mix of national & international Best Seller series of Books. We have inculcated Reading Habits amongst our students and have induced a thirst in them to crave for reading. Impact of the Practice : There are several rubrics to evaluate the impact of this practice such as Excellent Academic Results, Improved Rate of Placements, Increasing number of Entrepreneurs & no cases of Ragging or Sexual Harassment of students. Thus the purpose of Inculcating Reading Habits amongst students in Shaping up their Character & Transforming their Personality is being served.

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

Al-Ameen Practices the philosophy of "Empowering through Education" especially for the marginalized sections of the society.

AIMS take pride to be functioning under the aegis of Al-Ameen Educational Society founded in 1966 by late Dr.Mumtaz Ahmed Khan whose philanthropic mission was 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 economically backward students.

All the faculty & 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.

Our Alumni have donated school fees for 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.

We are constantly overhauling our Knowledge Delivery System to advance societal good through innovation & excellence performance to address global challenges.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to Bengaluru City University and hence adheres to the syllabi & curriculum prescribed by the university. The curriculum is designed by the Board of Studies constituted by the university, ensuring a proper & an adequate representation of senior academicians of member colleges, industry practitioners & consultants. Al-Ameen Institute of Management Studies goes beyond the curriculum to deliver Value Addition to students by conducting industrial visits, guest lectures, panel discussion, collaborative programmes, seminars & workshops. The IQAC actively takes part in enhancing the students & faculty's competencies through the intervention of workshops, student personality & faculty development programmes.

The academic calendar of events notified by the university is adhered to, after having factored all co-curricular & extracurricular activities, staff meetings are regularly held to monitor the overall Knowledge Delivery System. The subject teachers have to necessarily discuss & submit their lesson plans to the Principal & H.O.D. The syllabi of other premier universities are also compared by the faculty, to list out the additional modules that could be taught to the students beyond the prescribed curriculum

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 university specifies both Internal & External evaluation to assess the students on the skills being gained by the students, as they are progressing to become full-fledged graduates. The Internal evaluation is a hybrid of conventional & modern

approach which includes assessing performance along with written tests, assignments, group discussions, presentations, attendance regularity & punctuality, participation in co-curricular & extra-curricular activities. All these activities have honed the communication & inter-personal skills of the students.

File Description	Documents
Upload relevant supporting document	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	View File

1.2 - Academic Flexibility

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

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

2

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)

1

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

125

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

1.3 - Curriculum Enrichment

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

In order to sensitize students on ethics, human values, corporate spirituality & good governance, Al-Ameen Institute of Management Studies conducts value education classes once every month to both faculty & students. Further, several lectures are delivered to students about environmental issues such as global warming, carbon emissions, rain water harvesting, significance

of planting trees and effects of stubble burning & Sustainable Development Goals. At Al-Ameen Institute of Management Studies, we observe earth-hour by switching off all the electricity between 1.00 p.m. & 2.00 p.m. every day, we observe vanamahatsav and Swachh Bharath programmes. Inculcating the practice of respect for women in the society is a predominant activity at AIMS.

- Guest Lecture on Education and Women Empowerment by Dr. Nirmala Prof. B.C.U
- Guest Lecture on Corporate Spirituality & Business Ethics by Dr. Hari Krishna Maram , Management Consultant
- Guest Lecture on Health & Hygiene by Dr. Arun, a Medical Practitioner
- Guest Lecture on Environment & Sustainability by Prof. Nayaz , M.Sc Botany
- Guest Lecture on Corporate Spirituality & Business Ethics by Dr. Hari Krishna Maram , Management Consultant
- Guest Lecture on Health & Hygiene by Dr. Arun, a Medical Practitioner
- Guest Lecture on Environment & Sustainability by Prof. Nayaz , M.Sc Botany

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

2

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

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

162

File Description	Documents
Any additional information	No File Uploaded
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	https://alameenbba.in/feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://alameenbba.in/pdf/Process-of-feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

183

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

122

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 assesses the learning level of the students & organizes special programmes for advanced & slow learners. AIMS

has a track record of admitting students with as low as 35% in their last Qualifying exams for our courses and we deem it a challenge to implement a full-fledged Knowledge Delivery System with continuous evaluation to track the academic progress of the students. Tests are conducted by all teachers in their subjects, chapter-wise & the results are monitored in addition to their participation in class room presentations activities. This exercise has enabled us to clearly identify the Advanced Learners & Slow Learner categories. Slow learners are given extra individual attention by their mentors and are given special classes & remedial classes on the topics they are finding difficulties with. This exercise is carried out stringently at our Institution. Further, a group of slow learners are tagged with 2 or 3 advanced learners to foster peer learning. The advanced learners are deputed to represent our Institution in several Inter-Collegiate Co-Curricular & Extra-Curricular competitions & events. Our efforts in this regard, has fructified, going by the high pass percentage of our students in the final examination results declared by the university.

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

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

Number of Students	Number of Teachers
435	18

File Description	Documents
Any additional information	No File Uploaded

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

At Al-Ameen Institute of Management Studies, students are encouraged to indulge in all the student centric methods such as experiential learning, participative learning & problem solving methodologies to enhance their learning experience

during their stay in the campus.

Experiential Learning: Industrial visits, Internship training in corporate and dissertation titles chosen by the students gives a hands-on corporate experience to the students. Further students are encouraged to choose a research topic for delving into its depth through data collection & data analysis; developing, presenting & publishing a research article in seminars/conferences. They are given orientation to prepare a Bankable Business Plan too.

Participative Learning: students participate in several Intercollegiate Management events regularly & have bagged several prizes. They are also being deputed to attend several seminars/webinars, sponsored by the Institution. Regularly Quizzes, Role Plays, group discussions are conducted. **Problem Solving:** students are taught management concepts & lessons through Case Studies for each & every subject. Case study approach is one of the compulsory adopted teaching tool.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The following tools are used by the Institute ICT Tools

- 1. Projectors-** Projectors are available in different classrooms.
- 2. Desktop and Laptops-** Arranged at Computer Lab and Faculty work stations.
- 3. Printers-** They are installed at offices and other prominent places.
- 4. Photocopier machines - Multifunction scanners** are available at all prominent places in the institute.
- 5. Scanners-** Multifunction printers are available at all prominent places.

6. Seminar Hall- Seminar hall is equipped with all digital facilities.

7. Smart Board- One smart board is installed in the campus.

8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom

Use of ICT By Faculty

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of **GOOGLE FORMS**.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications as and when the need arises.

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

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

2.3.3.1 - Number of mentors

12

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

18

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

4

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

18

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

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.

All the students of the institution are oriented about the evaluation process & the rules of which is published in the prospectus of the Institution as prescribed by the Bengaluru City University, as applicable to both Internal assessment & External assessment. The institution believes in continuous & holistic evaluation.

Further, faculty members reinforce these instructions in the classroom & a copy is displayed on the students' notice board.

Mock tests, Model Question papers are given to students & evaluated by the subject teachers, to enable students answer Questions in the most expected manner. The Internal examination assessment procedure as prescribed by the Bengaluru City University, gives weightage to attendance, class tests & presentations.

Regular staff meetings are conducted & the faculty are made aware of the latest updates in the evaluation process as & when the university issues notifications. Further the university has introduced Optical Magnetic Recognition Answer Sheets to maintain transparency & confidentiality.

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

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

A distinct Examination Committee oversees the conduct of Internal Assessment Examinations at Al-Ameen Institute of Management Studies so as to ensure that the evaluation is carried out in a fair & transparent manner. All the answer sheets & marks list records are maintained. After the evaluation process, the students are counseled one-to-one in the presence of their parents, about their performance & ways to improve. Students are free to approach the Examination Committee for sorting out Grievances (if any) & if the Grievance is not addressed, the principal solves anomalies (if any) & only then forwards the marks list to the university Registrar (Evaluation). As regards the external examinations, our institution takes pride to be recognized as one of the examination centres of BCU & the exams are conducted in a fair & a transparent manner with a strict vigilance. Students having grievances with the external examination evaluation process, have the option for re-evaluation & challenge evaluation at the university.

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

2.6 - Student Performance and Learning Outcomes

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

BBA course offers simulation exercise in Management to develop Leadership skills and to take up Managerial roles in the Corporate World & promote Entrepreneurship too. The graduates of this course can gain employment in Government institutions, Corporate houses & Business Establishments. The course exposes them to several workshops, corporate gatherings, industries, guest lectures from Consultants & Industry Experts thus facilitating a meaningful Industry Institute Interaction & making graduates more employable & job-ready.

MBA course offers a real world corporate simulation exercise to the graduates to hone their communication skills, analytical reasoning skills, leadership skills & develop networks to create great career paths. Basically the course aims at crafting persons into "Business Specialists" in the areas of Marketing, HR, Finance and Entrepreneurship. At Al-Ameen

Institute of Management Studies, we have all resources deployed to enhance the Business Acumen of “Management Professionals in the Making”.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://alameenbba.in/course_outcome
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The metrics used by Al-Ameen Institute of Management Studies, to evaluate the course outcomes would be the success rate of PlacementPage 21/67 09-02-2023 11:12:50 Self Study Report of AL-AMEEN INSTITUTE OF MANAGEMENT STUDIES placements, the number of students turning into entrepreneurs and the overall pass percentage and % of first classes & distinctions in the final examination results declared by the university. We also seek inputs & intervention of the Industry experts & Consultants to deliver a few series of lectures on the emerging issues in the Corporate World. We sensitize our students on the paradigm shift & new age courses such as Digital Marketing, Business Analytics, Internet of Things etc., to keep them updated with the Industry expectations. At Al-Ameen Institute of Management Studies, we believe in the concept of continuous evaluation of students' progress, in not only curricular but also in co-curricular & extra-curricular activities. The faculty mentors to whom the students are assigned regularly track the participation of students in class room presentations, tests, seminars, sports & cultural activities, etc in order to make them readily employable.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://alameenbba.in/course_outcome

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****194**

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	No File Uploaded
Paste link for the annual report	https://alameenbba.in/pdf/annual_report_21-22.pdf

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://alameenbba.in/student_support**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****2**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

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

3.2 - Innovation Ecosystem**3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

Entrepreneurship plays a pivotal role in the growth of the economy; they spur industry transformations, create new markets and help build resilient communities. Thus Entrepreneurs benefit the society through economic growth, wealth generation, social change and community development. At Al-Ameen Institute of Management Studies we believe that facilitating "Job Creation" rather than chasing jobs is of utmost importance. Promoting an ecosystem that nurtures entrepreneurs is an important policy priority for the development of economies. Irrespective of the degree of success, entrepreneurs share

certain personal attributes like creativity, dedication, determination, flexibility, leadership, passion and self-confidence. Thus, we believe that the most important factor for a successful entrepreneur is to be aware of the strengths and to build on them. The challenging issues that had to be addressed in designing and implementing the practices were that B-Schools graduates' placements are subjected to business life cycles. The phase of recession and the companies not visiting the campus for recruitments gave us a dire need for establishing an "Entrepreneurship Development Cell".

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

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

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

13

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

3.3 - Research Publications and Awards

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

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

14

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

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

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

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

6

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

3.4 - Extension Activities

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

Al-Ameen Institute of Management Studies as part of the Al-Ameen Movement has a legacy of imparting the importance of

Extension Activities and leaves no stone unturned to help and provide support and sensitize our students about this important issue. To set an example, we have the "Al-Ameen Scholarship Committee" since 1968 which provides support to meritorious underprivileged students of not only Al-Ameen Institutions but extends help to student community throughout Karnataka and beyond. In order to take this forward, the staff & alumni of our institution, have passionately joined hands in this endeavour wherein the staff donates 0.5% of their basic salary every month & alumni donates school fees for poor children. Al-Ameen Institute of Management Studies has inked an MOU with an NGO named CMCA - Children's Movement for Civic Awareness for fulfilling Al-Ameen Institute of Management Studies extension activity for its students. Here the students are sensitized on issues such as Diversity & Social Justice, Equality & Gender, Democratic Citizenship, Composite Culture & Development of Social Scientific Temper through techniques such as visual aids, discussions, debates, role plays, stories, field trips & campaigns.

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

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

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

0

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

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

community and NGOs) during the year

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

8

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

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

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

700

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

3.5 - Collaboration

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

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

5

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

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

AIMS has state-of-the-art physical infrastructural facilities to aid effective teaching-learning. AIMS is located on a campus of about 2.86 acres of land, amidst a beautiful landscaped garden. It has a spacious & well furnished seminar hall, adequate number of class rooms, computer lab, library equipped with resources, workstation for each & every faculty. AlAmeen Institute of Management Studies has two blocks, one for BBA & the other for MBA. The seminar hall has a built up area of 223.2 sq. mts with a seating capacity of 125 with AC. It has a small refreshment room & a recording room adjoining it. It is equipped with smart board, LCDs & video conferencing facility. We have an Audio-Visual room, with a built up area of 75 sq.

mts equipped with a smart board too. The computer lab with about 120 computers, 10 printers & scanners, is having a built up area of 210 sq. mts. The Classrooms are spacious, ventilated and well lit with ergonomically designed seats, LCDs and podium. We have a language lab with 12 systems to hone the communication skills of our students

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

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

The infrastructure at Al-Ameen Institute of Management Studies supports the conduct of sports, outdoor & indoor games & cultural activities. We have a playground to support throw ball, volley ball, badminton and kabaddi matches. We hire Kittur Rani Channamma Stadium nearby to conduct cricket tournaments. There is a student recreation room to facilitate indoor games like carrom, chess and table tennis. Our college has a gymnasium with a few equipments like tread mill, hyper extension bench, cardio, cycle. We also have an amphi theatre with a seating capacity of 1500 where we conduct cultural events.

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2194043

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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)

Library has been redefined as facilitators to a world of information far beyond physical collections, providing access to global information through online resources and systems ,and at the same time creating our own content. Staff and students expectations are developing in line with these changes in the teaching, research and scholarly communication environment.

Library has taken a major role in supporting academic and students within technologically and constantly and rapidly changing, with the expectation and requirement of the information users increasing, thus library needs to provide an excellent search and discovery experience for both the teachers and the students. As access to gadgets like mobile devices become present users, users expect seamless access to

information and services, provide anywhere, anytime and for everyone.

The college library is automated with Integrated Library Management System (ILMS), "NEWGEN LIB". Books collections are regularly updated in the library software and made available for the students and faculty members.

OPAC : Library has a computerized barcode based issue and return process, Online Public Access Catalogue (OPAC) facility is made available in the central library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://alameenbba.in/facilities/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

323311

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

235

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

Al-Ameen Institute of Management Studies is a Wifi enabled campus, we have a leased line of 5 Mbps, 1:1 with 04 Wifi nodes. We intend to upgrade the Information & Communication Technology enabled tools & resources with the latest configurations. Emphasis is laid on upgrading the existing IT infrastructure with the improved versions of hardware, software, firewall etc. Faculty are provided with workstations. Library is fully digitalized with access to e-journals & e-learning resources. Extensive use of Smart Boards & Projectors in the class rooms as encouraged. Computerized students attendance is emphasized. Emphasis is levied on the usage of language lab facility by the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://alameenbba.in/facilities/it_infrastructure

4.3.2 - Number of Computers**180**

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution**D. 10 - 5MBPS**

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)****1908724**

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.

Al-Ameen Institute of Management Studies has a full time Maintenance Manager to ensure the repair & upkeep of all the facilities on campus. He is aided by full time assistants in

the capacity of Electricians, Plumber, Carpenter & Gardener. A civil contractor is also identified for undertaking all masonry & repair work. Systems are in place for Preventive Maintenance. However in cases of breakdown, these issues are brought to the notice of the Principal by the faculty & Students and the Principal ensures its timely fixation in co-ordination with the maintenance manager. The computer systems are being maintained by Vertical Technology, with whom we have an Annual Maintenance contract. All the telephones and intercom systems are maintained by Ozone systems. We have fire safety mechanism in place being maintained by Mini MAK Fire Services. Water purifiers are maintained by Aqua Guard Company with whom we have an Annual Maintenance contract. The institution has about 8 housekeeping staff to regularly oversee the hygiene & sanitation of the premises.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://alameenbba.in/facilities/it_infrastructure

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

121

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year****121**

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted 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://alameenbba.in/
Any additional information	No File Uploaded
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**0****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****0**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

19

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

0

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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

The institution has the practice of identifying the class representatives for each class at beginning of the semester commencement and nominates them to student council. The members from this council are encouraged to participate in different administrative bodies. The council is responsible for conducting many curricular, co-curricular and extracurricular activities in the campus.

The activities organized by various committees under the Student Council are:

- 1. Student Council: The Student Council Committee is established every year for performing prescribed duties.**
- 2. Grievances redressal committee: These committees addresses the complaints lodged by any student and redress it as per requirement. The committee follows the guidelines given by AICTE.**
- 3. Anti-Ragging Committee: This committee spread awareness among students against ragging activities. This committee prevents, prohibits and redresses any and all forms of instances of ragging in college.**

4. **Cultural Committee:** Cultural committee is responsible for all the intra and inter collegiate cultural events in college. To plan and schedule cultural events. This committee provides platform to students to exhibit their talents.
5. **Sports Committee:** This committee aims at enhancing the interest of the participants in the field of sports. This committee organizes and conducts various sports and games both indoor and outdoor in the college.

Sexual Harassment committee: Anti-Sexual Harassment Committee has been established by the college to provide a healthy atmosphere to the students of the college. Anti Sexual Harassment Committee deals with issues relating to sexual harassment. This committee organizes gender sensitization awareness programme.

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

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

6

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

Yes, Al-Ameen Institute of Management Studies has registered its Alumni Association under the Societies Registration Act 1980. The association regularly meets & interacts with the principal. Our Alumni are the brand ambassadors of Al-Ameen, spread across the globe & they are the binding forces of the Institution & Industries thus facilitating training, research, internships, tie-ups & placements. Our Alumni have made us proud by occupying top notch positions in the corporate world & a few of our Alumni have turned out to be successful entrepreneurs. They volunteer to deliver Guest Lectures to our students thereby facilitating Industry-Institute Interactions. They have also contributed voluntarily for educating underprivileged children of Al-Ameen Nursery & Primary School. The office bearers of the Alumni Association strengthen the network of members' year on year & conduct regular meetings to facilitate enhanced Industry-Institute Interactions. We have a strong Alumni Association with about 2000 members till date

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

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

Vision

"We aspire to become a Leading Institution in Management Education with a Global and Dynamic Outlook by continually expanding and defining new frontiers of Management Education

and its implications in the Corporate World”.

Mission

“To be the Best Vendor of Ethical and Value Added Human Capital to the Development of Corporate and Industry Economy through Quality Training and Continuous Learning”.

Al-Ameen Educational Society is a non-profit, secular, philanthropic, and a minority institution founded in the year 1966, by our Founder, Late Dr. Mumtaz Ahmed Khan in the quest to promote & spread education, as a foundation of success – a significant contribution to economic development, social progress and political democracy in our society & country. The need to provide excellence in professional education led to the establishment of Al-Ameen Institute of Management Studies in 1991-92 and today we take pride to be offering 120 seats each for BBA & MBA courses.

File Description	Documents
Paste link for additional information	Nil
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.

Effective leadership makes a difference in improving learning-teaching. We constantly renew our efforts, to ensure that leadership matters and how important those effects are in promoting the learning-teaching process. A decentralized functioning mechanism empowers individual faculty with a great level of flexibility in academic administration thereby facilitating the decision making process. The policies are well defined by the Principal, within the purview of the rules & regulations of Bangalore City University, AICTE, Government of Karnataka & Al-Ameen Educational Society. Faculty & students are well represented in various academic & administrative committees ensuring, adequate checks and balances by the IQAC. The Management of Al-Ameen Educational Society, Principal & IQAC are in cohesion to ensure that the objectives & purpose of the decisions made, is accomplished.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Al-Ameen Educational Society is a movement with a philanthropic mission of empowering Minority Students through Education. Al-Ameen Institute of Management Studies takes pride to be functioning under the aegis of Al-Ameen Educational Society founded in 1966 by late Dr. Mumtaz Ahmed Khan.

Al-Ameen Institute of Management Studies, is guided by the philanthropic ideas of our beloved founder; to provide education to the impoverished sections of the society, to eradicate illiteracy & to raise the standard of living of the poor students in general & muslim students particular.

To further this noble cause, Al-Ameen Scholarship Committee was established in 1966, to provide scholarships to meritorious & financially poor students. The Scholarship Committee disburses annually about one to two crores INR of scholarship to all the deserving students pursuing education, not only at the Institutions of Al-Ameen but across all other institutions.

Inspired by this noble service, all the faculty & staff working at Al-Ameen, have passionately joined hands in this endeavour, by voluntarily donating 0.5% of their basic salary every month to the Al-Ameen Scholarship fund since Feb 2015. This act of giving has become infectious, wherein our Alumni students have also donated voluntarily to support the education of deserving students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

A platform for professional Business and Management Education, where Values meet Excellence; to be achieved with constant upgradation of Conceptual, Entrepreneurial, Technical & Human Resources Skills and Ethical Values through Continuous Industry-Institute Interactions, Faculty Development and Student Personality Development programmes and Research".

Al-Ameen Institute of Management Studies Quality Policy reflects our Vision & Mission and is a guideline for our Decision Making and at the same time ensures the following :

- **Compliance with the B.C.U/AICTE/State Government/ UGC Rules & Regulations.**
- **Establishing and Monitoring the performance of faculty and students along appropriate Performance Indicators and Benchmarking through Continuous Interactions and Feedback received from our Stakeholders viz., Students, Parents, Alumni & Recruiters.**
- **Reviewing and Deploying adequate Resources to confirm to the requirements.**
- **To constantly access the changing global business environment and factoring the changes in our Knowledge Delivery System.**

Al-Ameen Institute of Management Studies has a Systematic Manpower planning exercise in place, which takes care of the staff's Recruitment, Selection, Training & Development, Remuneration, Integration & Maintenance.

Al-Ameen Institute of Management Studies has a Service Rule Book that clearly expresses the Appointment & Service Regulations to be followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://alameenbba.in/organogram
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	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	
Al-Ameen Institute of Management Studies believes in the practice of considering employees as “Human Resource” & so both Teaching & Non-Teaching staff are being extended with several welfare measures such as : 1. The staff is provided with daily refreshments. 2. Canteen is located within the premises serving healthy food with subsidized rates. 3. Providing maternity leave and earned leave / vacation leave. 4. The staff avails recreation facilities like indoor games & gymnasium. 5. Scholarship & fee concession are provided to the children of the staff for pursuing education at Al-Ameen. 6. Provident Fund & E.S.I. facility is provided as per the norms. 7. Loan assistance is provided for employees seeking personal loan / vehicle loan. 8. A campus doctor is available for emergency & regular health check-up is done. 9. A separate Ladies Room is provided for the women staff. 10. Congenial working conditions are adhered. 11. Faculty pursuing Ph.D., in recognized universities are given a Research Allowance Package of Rs.90,000/- while the Non-teaching staff are encouraged to pursue their	

higher education.

12. The management of Al-Ameen has setup the “Al-Ameen Welfare Fund” to cater to the medical or health related exigencies of the staff.
13. Accident insurance policy is in force covering all teaching and non-teaching staff.

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

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

2

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

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

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

9

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	No File Uploaded
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

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
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

Performance Appraisal is an annual exercise and is a compulsory pre-requisite for rewarding the faculty with incentives & promotions. Speaking about the Performance Appraisal of

Teaching Staff, each faculty is subjected to a 3600 appraisal by their own self, students, principal, peer group and alumni on various parameters in order to have an objective and holistic evaluation. Each of the appraise evaluation forms are designed in the most comprehensive manner & is exhaustive.

The Non -Teaching staff Performance Appraisal takes place in 2 phases (a) Self Appraisal

(b) Appraisal by the Principal.

The Appraisal reports with the consolidated score of the Teaching and Non Teaching Staff are discussed with the Management by the Principal on a case to case basis and the Management lends complete co-operation and the Principal's recommendations are honoured. The increments and promotion is sanctioned without any delay & the sanction orders are sent to the office of Al-Ameen Institute of Management Studies. These sanction orders are the official documents that gets into the guard files of the office & gets recorded in the respective Service Registers of the Employees.

File Description	Documents
Paste link for additional information	NA
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

Our Institution has the policy of adopting fair & transparency process in our accounting system.

Internal Audit is stringently carried out every Quarter & the Financial Audit is carried out diligently at the end of the Financial Year.

All the fee receivables from the students are either in Demand Drafts or online payment & there is no cash receipts whatsoever. Our Accounts Department comprises of qualified & an experienced Accounts Superintendent, assisted by two accountants, who regularly update the accounts as & when, any

transaction takes place. All accounts are maintained in the TALLY.

Auditors appointed by the Al-Ameen Educational Society are "A F & Associates". All the Financial Statements, Income & Expenditure accounts, Receipts & Payments accounts prepared by our Accounts department are thoroughly scrutinized by the Internal team of Auditors & by the External team of Auditors.

In case of any audit objections, the auditors communicate to the Executive Committee of Al-Ameen Educational Society and immediately such objections are addressed with the suggested changes in the accounting process & the same is totally complied with. The audited reports of our Institution are placed for ratification by the Management in its Executive Committee meetings & Annual General Body meetings.

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

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)

1257230

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

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

Al-Ameen Institute of Management Studies is a self financing institution. The only source of funding is the Tuition fee

collected from the students.

Before the beginning of each financial year, a Budget is prepared & submitted by the Principal for approval by the Hon. Secretary of Al-Ameen Educational Society. The budget explicitly provides for all incidental, recurring & non-recurring revenues & capital expenditure.

There are several rounds of discussions with the Principal & Management of Al-Ameen before approving the final budget. The approved budget estimates are the guidelines for the Principal to know the maximum amount of expenditure to be incurred. Very rarely do we exceed the budgeted expenditure & in case of exigencies or any unforeseen expenditure, the Management of Al-Ameen Institute of Management Studies does not have any second thought in making provision for such expenditure too.

As mentioned earlier, Al-Ameen Educational Society is built on the foundation of philanthropic ideals & any surplus that gets generated from the Institution at the end of the financial year is ploughed back to the Institution by way of Infrastructure development and scholarships to the needy.

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

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

Regular IQAC meetings has enabled our Institution to ideate and implement curricular, co-curricular & extra-curricular activities aimed at holistic student development, faculty enrichment, placements & overall brand building of Al-Ameen Institute of Management Studies.

Al-Ameen Institute of Management Studies has a 3 tier system viz., Governing Council, IQAC & various academic & administrative committees as an integrated frame work for Quality assurance. The IQAC is the planning body, collecting feedback from interactions with all the stakeholders & proposing plans to the Governing Council for approval of its

implementation. The institution organizes training & interactive sessions on Quality Assurance procedures from time to time for its teaching as well as non-teaching staff. We also have an annual certification audit for ISO 9001 : 2015 of our institution. Since Al-Ameen Institute of Management Studies is affiliated to BCU, we are subjected to annual Inspection from the visit of Local Inquiry Committee constituted by BCU. All these have enabled the Institution for the documentation of all activities & events conducted and for having in place checks & balances to identify deviations & initiate corrective actions, wherever required.

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

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

AIMS has a policy of reviewing its teaching-learning process, structures & methodologies of operations & learning outcomes at periodic intervals through IQAC such as :

We believe in the practice of obtaining feedback to perform better and feedback is collected from the stake holders so as to enable continuous & comprehensive evaluation of the overall course curriculum.

We strictly adhere to the 360 appraisal of faculty by peers, students & principal to continuously review the Teaching-Learning Process & take corrective action wherever necessary.

Remedial classes are conducted for slow learners.

1. IQAC ensures that all the faculty & students are updated with the latest developments in the Corporate & Business World. The faculty are deputed to FDPs, seminars, conferences, workshops & refreshers courses. The students are provided with business newspapers and are deputed to several competitive events, paper presentations,

conferences & webinars for knowledge exposure & confidence building. Assignments, class room presentations, group discussions, debates, quizzes & simulation exercises are regularly conducted and monitored.

Guest Lectures from eminent personalities are being delivered to expand students' Thinking Horizons. Adoption of Information & Communication Technology has improved Teaching pedagogy & student-teacher interactions.

File Description	Documents
Paste link for additional information	https://alameenbba.in/course_outcome
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://alameenbba.in/iqac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Gender relations impact greatly on the effective functioning of both society and the economy. Thus gender inequalities could create obstacles to the sustainability and effectiveness of the society at large, if not addressed appropriately & timely. Hence it is a necessary evil to work towards reducing gender inequality at all levels and contribute our bit towards reinvigorating & building the economy.

Annual gender sensitization Action Plan:

At Al-Ameen Institute of Management Studies, there is no discrimination whatsoever. There are equal representation of men & women in the faculty, staff and student community. We conduct several Gender Equality Sensitization programmes to all our faculty, administrative staff and students on :

1. Women Empowerment
2. Gender Equality at workplace
3. Gender Diversity & its benefits
4. Women's Day Celebrations to demonstrate the achievements of women and to recognize women achievers.

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	Nil

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

India faces major environmental challenges associated with waste generation and inadequate waste collection, transport, treatment and disposal. It's very essential to cope up with this issue, as it directly impacts on the environment and health of all those living in the vicinity. The challenges and barriers are significant, but so are the opportunities. Providing a healthy and safe environment is of utmost priority at Al-Ameen. Therefore Effective Waste Management is done by either disposing or re-cycling, either by in-house utilization/ consumption or by outsourcing its collection and disposal to an authorized agency.

The waste is categorized as follows :

- **Biodegradable, organic waste like cooked food, vegetables, fruit, leaves etc.**
- **Recyclable waste like paper, cartons, cans, metallic items etc.**
- **Non-degradable waste like glass, blades, expired medicine, bandages etc.**

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

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

B. Any 3 of the above

water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
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	E. None 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	No File Uploaded
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

D. Any 1 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	No File Uploaded
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 fosters Inclusive Environment and practices Secularism, Professionalism, promotes Harmony and respects Cultural Differences. The objective of promoting inclusive learning environment, is by identifying and addressing the

individual needs of all learners and working towards removing barriers if any.

The economic slowdown in India, which is accelerated with Covid-19 Pandemic has been a threat to the livelihoods of millions, and this situation is estimated to worsen, with loss of wealth, religious freedom & social harmony, pushing millions more into abject poverty.

It is a known fact that countries with lower hostilities and government restrictions on religion ranked higher in primary education and health, technical training & higher education, technological readiness, innovation, communications & transport infrastructure, market efficiency, business sophistication, financial market development, institutional environment promoting wealth, and labour efficiency market. Religious freedom also contributes greatly to the overall peace and stability and help lower corruption – the two important ingredients for economic development.

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	View File

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

India has a glorious history of democracy, and includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race or sex. Fundamental responsibilities are thus the moral obligations that all citizens of a nation must follow in order to encourage patriotism and reinforce India's unity.

The Preamble of our Constitution says, WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a [SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC] and to secure to all its citizens: JUSTICE, social, economic and political; LIBERTY of thought, expression, belief, faith and worship; EQUALITY of status and of opportunity; and to promote among them all FRATERNITY assuring the dignity of the individual and the

[unity and integrity of the Nation].

The preamble can be referred to as the preface which highlights the entire Constitution, makes it very clear that the ideals of the Constitution have to percolate to every citizen of India.

We sensitize the students and the employees of the institution to the Constitutional Obligations about values, rights, duties, and responsibilities of citizens which enables them to imbibe as a responsible citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>Objectives : i. To sensitize students and employees of the Institution to the constitutional obligations: Fundamental values, rights, duties, and responsibilities of citizens. ii. Understand the Fundamental Duties, that are defined as the moral obligations of all citizens to help promote a spirit of patriotism and to uphold the Unity of India. iii. The idea of citizenship has acquired a new meaning, content, and purpose in the democratic world. While emphasizing rights, it very important that one is also sincere about his or her duties towards the society at large and the country in particular, especially its safety and security imperatives. iv. We believe that "Work is Worship", which emphasizes on one's duty, which means that if every individual performs their duties with sincerity & dedication, then it amounts to nothing less than worship. The affiliating University curriculum is framed with mandatory courses like Professional Ethics and Human Values, Constitution of India, Essence of Indian Traditional Knowledge, as a step in the right direction to inculcate constitutional obligations amongst the students. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. We have a tie-up with an NGO, CMCA to further this cause, and we have experts from CMCA visiting our institution twice a week to instill & ingrain amongst our students the importance of being responsible citizens of India. The Initiatives by our</u>

	<u>institution are : 1. Vigilance Awareness Week: 'Integrity - A way of Life 'To spread awareness regarding Values & Ethics and knowing one's personality. 2. Our NSS unit successfully participates in activities & programmes and encourages other students to serve this noble cause too. Some of the initiatives by our NSS unit are listed below : a) Dental Checkup Camp on 14th Mar 2022 by Bangalore Institute of Dental Sciences & Hospital. b) International Women's Day on 9th Mar 2022. c) World Cancer Day Rally on 5th Feb 2022. d) Free Vaccine Drive for students in the campus on 3rd Feb 2022 by Narayana Health City. e) Blood Donation Camp on 18th Nov 2021 by Rotary Bangalore TTK Blood Centre. f) Health Checkup Camp on 7th Sep 2021. 3. Beti Bachao, Beti Padhao Jan Aandolan Awareness Programmes. 4. Visits to slum areas nearby to create awareness on the fundamental rights & duties as citizens of India and also to motivate the community to take up this most important responsibility of encouraging education, especially to the browbeaten sections of the society and help eradicate illiteracy, raise the standard of living and boost economic growth. 5. Lectures on : a) Law, Logic, International Relation & Human Rights - To create opportunities for the participants to learn, prosper, and work internationally. b) Know Your Rights To inculcate the spirit of social entrepreneurship among the students.</u>
Any other relevant information	Nil
7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to	A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

We celebrate National and International days enthusiastically every year. The academic calendar is brimming with important events, many national and international commemorative days and festivals. All the students and staff come together to create awareness, bring out the significance and portray the rich history, heritage, tradition, diversity and instill a sense of patriotism.

The observation of such National & International days sends a strong message to our students that, these celebrations unites a diverse country with harmony, brotherhood, unity and brings about pluralism & diversity of India in particular and the whole world in general and each event is celebrated in that very spirit.

List of commemorative days, events and festivals celebrated in our college

- **Oil Conservation week**
- **Road Safety Week**
- **National Youth Day**
- **Indian Tourism Day**
- **Republic Day**

- National Cleanliness Day
- National Safety Week
- International Women's Day
- World Water Day
- Prevention of Blindness Week
- World Health Day
- World Earth Day
- World Book Day
- World Environment Day
- International Day against Drug Abuse and Illicit Trafficking
- Independence
- National Nutrition Week
- Teachers' Day
- International Literacy Day
- National Voluntary Blood Donation Day
- International Day for Elderly People
- Wild Life Week
- Mahatma Gandhi's Birthday - Gandhi Jayanthi
- National Pollution Control Day
- Girl Child Day

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.

Title : Shaping up Students to become a Complete Personality

Context : Most of the Management Students suffer from "Perception Performance Paradox" wherein they have a perception about their capabilities which may not match with their performance. This gap between deserve & desire needs to be understood and addressed.

Objectives of the Practice :

The Primary Objective of the Practice is to provide a Holistic Education that drives students towards Academic Excellence and Character Formation with an element of Social Concern. The other objectives of the practice are

1. Creating an ecosystem in the campus that fosters Leadership Skills.
2. Providing adequate exposure to Industry, Professional Bodies & other organizations of importance.
3. Offering a conducive environment for students to explore & innovate in their areas of interest.

Practice : This idea was rolled into practice after having had several consultations, discussions, deliberations & feedback mechanisms that caters to the achievement of academic excellence, character formation & social responsibility.

In this direction the institution embraces practices such as :

1. Experiential Learning through internship programmes, industrial visits, seminars, guest lectures, workshops & students club activities, social & rural immersion activities.
2. Certification programmes in Entrepreneurship & Business Analytics.

File Description	Documents
Best practices in the Institutional website	https://alameenbba.in/pdf/Best-Practices.pdf
Any other relevant information	c) Participative decision making where student & faculty representatives in various administrative & academic committees to hone their Leadership Skills. d) Independent Learning : Students are motivated to enroll for MOOC programmes. e) Career Guidance : The Placement Cell of the college organizes programmes under the head "Finishing School Training" to enhance the success rate of placements by enhancing their competencies. f) Collaborations with NGO : In order to instill Social Responsibility, lectures & sermons are organized by the institution by inviting religious leaders to instill in the minds of the students about honesty & being successful in the long run rather than being a victim to short lived success achieved by cutting corners. g) Going Beyond the Prescribed Curriculum : In addition to delivering the modules prescribed in the curriculum by the university, every week workshop sessions are compulsorily held to all the students and is factored in the time table to discuss & deliberate the burning issues, amalgamations, collaborations, paradigm shifts etc., taking place in the corporate world to keep themselves abreast with the Changing Corporate Scenario. Obstacles : It was essential to establish a clear line of communication from the Principal to the teaching staff, administrative staff & the students entrusted to our care about the Big Picture behind rolling out this practice. Hence, several rounds of sensitization was executed to roll out this programme

into practice. Impact of the Practice :
The best metric to evaluate the impact of
this practice is the success rate of
placements that we can display. Our
students have occupied coveted positions
in the Corporate and few have also turned
Entrepreneurs. The academic results of
our students is excellent too. Best
Practices Title : Book Review from
Students Context : Reading has been the
best way to acquire Knowledge and expose
oneself to new information & ideas.
Reading enhances vocabulary, improves
conversation skills & stimulates the
mind. Reading also helps to boost
confidence & forestalls intellectual
decay. Other than bestowing knowledge,
reading encourages one to shape character
& their social abilities too. It is also
said that reading helps one to become
successful in their chosen field of
profession. Objectives of the Practice :
With the increasing popularity of
technology, youngsters end up spending
time browsing on a screen or watching a
television show that may not be
productive. This is where reading has an
upper hand. The primary objectives of the
Practice include : 1) To promote reading
habit amongst students to enhance their
reading capacity. 2) Reading supports
their learning & equips them with skills
that are essential to succeed in a
dynamic environment. 3) Reading
exhilarates the learning process &
stimulates out-of-the-box thinking too.
Practice : There was a felt need to
engage students on a Continuous Learning
Mode failing which they would restrict
their knowledge & focus to the syllabi
prescribed by the university. Students
need to scan the Corporate Environment
for tracking changes, developments,
paradigm shifts & philosophies. The
Principal is involved in the hand picking
of inspirational books in general &

management books in particular and these books are distributed to each & every student of the college as per their choice to compulsorily read & present the chosen Book's Review, chapter wise both in soft & hard copy. The presentations of the review are made to the entire student group on Saturdays each week, and the hard copies of it are filed in the library for future references. Obstacles : Al-Ameen Institute of Management Studies is located strategically in the heart of Bangalore City - the capital of the State of Karnataka. Al-Ameen Institute of Management Studies has no financial constraints to equip our library with books that act as a game changer in the lives of the students. Our library has an eclectic mix of national & international Best Seller series of Books. We have inculcated Reading Habits amongst our students and have induced a thirst in them to crave for reading. Impact of the Practice : There are several rubrics to evaluate the impact of this practice such as Excellent Academic Results, Improved Rate of Placements, Increasing number of Entrepreneurs & no cases of Ragging or Sexual Harassment of students. Thus the purpose of Inculcating Reading Habits amongst students in Shaping up their Character & Transforming their Personality is being served.

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

Al-Ameen Practices the philosophy of "Empowering through Education" especially for the marginalized sections of the society.

AIMS take pride to be functioning under the aegis of Al-Ameen Educational Society founded in 1966 by late Dr.Mumtaz Ahmed Khan whose philanthropic mission was 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 economically backward students.

All the faculty & 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.

Our Alumni have donated school fees for 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.

We are constantly overhauling our Knowledge Delivery System to advance societal good through innovation & excellence performance to address global challenges.

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

Sustainable Development Goals are not just about the environment, it's about transforming our world, meeting the diverse needs of people, in different communities, social cohesion, creating equal opportunity to ensure a strong and healthy society. Sustainable development also focuses on finding better ways of doing things without affecting the quality of our life through economic growth, environmental stewardship, conservation of natural resources, and social inclusion.

The impact of these goals on global sustainable development will largely depend on our ability to transition to new governance for sustainability that recognizes the roles and responsibilities both at the local level and national level. We

need to cultivate transformative power to understand and influence people's attitudes and behavior. To become catalysts of change – whether in addressing issues such as poverty, gender equality or sustainable infrastructure, it's imperative to create awareness about these issues amongst our students through education. We also need to increase our efforts to imbibe in them the necessary skills & mindset to address these goals as good citizens of the world.

We at Al-Ameen have taken upon ourselves as educationist to address Sustainable Development Goals. Although there are 17 SDGs, we have adopted our focus on our available resources towards the following SDGs :

- Goal # 1- Good Health and Well Being
- Goal # 2- Quality Education
- Goal # 3- Gender Equality
- Goal # 4- Industry, Innovation and Infrastructure
- Goal # 5- Reduced Inequalities
- Goal # 6 Peace, Justice and Strong Institutions
- Goal # 7 Partnerships for achieving the goals