



Yearly Status Report - 2017-2018

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 own campus	Yes
Phone no/Alternate Phone no.	08022114493
Mobile no.	9880085736
Registered Email	anupratap2018@gmail.com
Alternate Email	infoalameenmba@gmail.com
Address	Al-Ameen Institute of Management Studies Hosur road opp to Lalabagh main gate
City/Town	Bangalore
State/UT	Karnataka

Pincode	560027																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	Self financed																		
Name of the IQAC co-ordinator/Director	Abdul Rizwan Shariff																		
Phone no/Alternate Phone no.	08022114492																		
Mobile no.	9900519754																		
Registered Email	iqacaims17@gmail.com																		
Alternate Email	infoalameenmba@gmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	https://alameenbba.in/iqac																		
4. Whether Academic Calendar prepared during the year	No																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>2.84</td> <td>2017</td> <td>21-Feb-2017</td> <td>21-Feb-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B++	2.84	2017	21-Feb-2017	21-Feb-2021
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	B++	2.84	2017	21-Feb-2017	21-Feb-2021														
6. Date of Establishment of IQAC	09-Jun-2014																		
7. Internal Quality Assurance System																			
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td>ISO Audit</td> <td>13-May-2018 1</td> <td>43</td> </tr> <tr> <td>LIC Audit</td> <td>28-Apr-2017</td> <td>43</td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	ISO Audit	13-May-2018 1	43	LIC Audit	28-Apr-2017	43		
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ISO Audit	13-May-2018 1	43																	
LIC Audit	28-Apr-2017	43																	

[View File](#)
8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2018 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)
10. Number of IQAC meetings held during the year :

12

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Seminar on Memory Anger Management for the students. Lecture on Indian Foreign policy. Lectures on creating mental health among adolescents Free medical checkup Drug Deaddiction rally. Training programme on innovation in teaching process

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

Plan of Action	Achievements/Outcomes
Commencement of classes Induction Programme	Ist Year BBA students Induction Programme Was Conducted
Personality & skill Development	260 Students were benefited through the Program
Cultural Week	20 teams participated and Winners were

	Declared
NEN Programme One Day Venture	National Entrepreneurship Network , One Day Venture programme was Organized For BBA Students , 15 Team participated in one day Venture
Interclass Competition	16 teams was participated and Winners Declared
Interactive Sessions	Resource Persons was Invited For Benefited Of Students
Business Quiz Completions	15 teams participated and Winners were Declared
Workshops on different areas	Resource Persons was Invited For Benefit Of Students,Digital marketing in E-Commerce, Micro analysis of financial statement, Impact of Proper Diet and food habits, General awareness on Duties of being a good citizen
Free Medical Camp Conducted	250 Students were benefited
Sports Week	Cricket, Volley ball, Kabaddi For Both Girls and Boys & winners Declared
View File	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	08-Feb-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	AIMS has signed an MoU with Optra Dobig data solutions for operating MIS. The two technology companies enable our initiation with respect to attendance, modules, generating SMSs, reports on students, parent and faculty portals. Further the student portal facilitates online application and admission processes. Student can gain accesses to learning materials digitally uploaded by the faculty on the website.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Al-Ameen Institute of Management Studies is affiliated to B.U., and hence adheres to the prescribed curriculum and syllabus framed by university. The curriculum is formulated in consultation with professional bodies, Experts from affiliated colleges by the Board of Studies of the university. The curriculum is designed once every 2 years, thus preparing the management students to be industry ready after having factored issues and challenges which are the need of the hour in the corporate world. The Institution takes the lead to depute the respective subject faculty to Workshops, Refreshers courses, Training and Development and Orientation programmes, to get updated with the curricular aspects thereby enabling the Transfer of Learning in the classrooms. Further the Institution goes that extra mile to compare the syllabi of other regional and national universities and provide the extra modules not being included in the syllabi, as Add-Ons The IQAC facilitates and monitors regular seminars, conferences, for both staff and students. The semester academic calendar of events is issued by the university each time syllabus is revised. The institution also prepares its own academic calendar of events, complying with the university calendar, by factoring in curricular, co-curricular and extra-curricular activities. The Institution adopts relevant and sustainable teaching methodologies wherein lesson plans and work diaries are maintained by the subject faculty members. Several guest lecturers from Industry practitioners and Experts are also conducted to supplement the curriculum. The course matrix under the Choice Based Credit System is centered around fostering skill development and interdisciplinary subject benefits. We also have inked an MOU with an NGO by name CMCA that acts as a bridge between the application of academic concepts and finding solutions to social problems such as Women Empowerment and Active Citizenship. This exercise enables us to instill a sense of empathy amongst the future managers which falls in line with the Corporate Social Responsibility.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Asia Pacific centre for Entrepreneurship development	Entrepreneurship Awareness Certification	07/02/2017	3	Entrepreneurship	Make students skilled entrepreneurs empower them to make significant contributions in their career
Excel Workshop	nil	12/06/2017	3	Employability	Make students skilled MS Excel professionals and empower them

to make
significant
contributions
in their
career.

venture
programme

nil

12/06/2017

1

Entrepreneurship

Enhance entrepreneurship skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	110	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
CMCA	27/05/2017	110
French Foreign Language Class	04/11/2017	78
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Nil	Nil
MBA	Nil	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

(maximum 500 words)

Feedback Obtained

A 360 degree structured feedback from the stakeholders inclusive of students, teachers, parents, employees and alumni was collected for the year 2017-18 along the parameter of the relevance, content, quality of the syllabi teaching, curriculum and infrastructure. The feedback obtained was discussed in the colleges Governing Council and accordingly bridge courses, certification courses and value added courses were rolled out thus strengthening the curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Business Management	120	86	78
BBA	Business Management	120	163	120

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	120	78	8	11	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
8	8	6	6	1	3

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

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

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

The system of Mentoring has been operational at our institution wherein a set of 10 to 15 students are assigned to each and every faculty to mentor their academic progress, personality development, attendance, participation in curriculum, co-curricular and extra-curricular activities. The mentors co-ordinate with the parents in case their set of students come with emotional baggages such as financial constraints and personal problems. The mentors also bring up such issues to the notice of the principal for timely intervention, ultimately facilitating the students academics stability in the institution. Fees concession, scholarships and installment facilities are provided to the deserving students to overcome their financial constraints. Remedial classes are also provided to enable slow learners.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
198	19	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

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

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. B. A. Anuradha	Principal	International Women's Day Award
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	UG	1	09/11/2017	20/12/2017
BBA	UG	2	16/04/2018	01/06/2018
BBA	UG	3	09/11/2017	20/12/2017
BBA	UG	4	16/04/2018	01/06/2018
BBA	UG	5	09/11/2017	20/12/2017
BBA	UG	6	16/04/2018	01/06/2018
MBA	PG	1	10/01/2018	20/02/2018
MBA	PG	2	27/06/2018	20/08/2018
MBA	PG	3	10/01/2018	20/02/2018
MBA	PG	4	27/06/2018	20/08/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous and formative evaluation of the skills gained by the student is given importance in the course per se. The college is affiliated to B.U., and is adhered to the norms prescribed by the university in the evaluation and award of the internal assessment marks and grades. Due Weightage is given to the students participation in attendance, group discussions, seminars, written test assignments, classroom activities, co-curricular and extra co-curricular activities and the entire process is objective based. The internal marks awarded are brought to the notice of the students prior to its dispatch to the university in order to address grievances if any and each student is justified

for the marks/grades awarded and any discrepancies will be immediately addressed by the Principal.

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

Al-Ameen Institute of Management Studies is affiliated to B.U., and hence adheres to the academic calendar of events prescribed by the university as mentioned earlier, keeping these events and dates intact, all other dates for academic, extra-curricular activities and internal examinations are factored into the academic calendar. The BBA department and MBA department time table is prepared separately by the principal and HOD'S to enable teachers allot ample time for each subject as per the university stipulated teaching hours. This exercise also helps teachers to prepare lesson plans and work diaries to ensure there is a buffer time factored for adequate revisions too. Al-Ameen Institute of Management Studies has a practice of strictly adhering to the calendar of events and we have faced no difficulties in completing the curriculum even if there are any exigencies imposed by factors beyond our control eg: protests/band hours. Al-Ameen Institute of Management Studies has the practice of engaging students for special classes beyond the college working hours or on Sundays to make up for such losses in classrooms Teaching hours.

2.6 – Student Performance and Learning Outcomes

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

https://alameenbba.in/course_outcome

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MBA	HR, FINANCE, MARKETING	62	62	100
UG	BBA	HR, FINANCE, MARKETING	76	72	94.73

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2.7 – Student Satisfaction Survey

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

<https://alameenbba.in/pdf/SSS-BBA-17-18.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Law of the Land	MBA	29/12/2017
Transactional Analysis	MBA	28/12/2017
Interpersonal Skills	MBA	02/11/2017
Team Building	MBA	15/11/2017
Goal Setting	MBA	09/11/2017
Skill Sets	MBA	02/11/2017
Communication Skills in Team Work	MBA	02/11/2017
Working in teams	MBA	26/10/2017
Motivation	MBA	16/10/2017
Working in teams	MBA	12/10/2017
Leading People : Leading Yourself	MBA	03/06/2017
Business Ethics	MBA	22/04/2017
Drawing Inspirations from Role Models	MBA	08/04/2017
Digital marketing in E-Commerce	BBA	16/02/2017
Micro analysis of financial statement	BBA	15/03/2017
Impact of Proper Diet and food habits	BBA	15/03/2017
General awareness on Duties of being a good citizen	BBA	27/04/2017
Carrier opportunities	BBA	18/04/2017
Leadership Skill	BBA	15/07/2017
Civic Sense	BBA	18/08/2017
Marketing concepts	BBA	18/08/2017
Business proposal	BBA	23/08/2017
Importance of travelling Industry	BBA	30/08/2017
Stock market	BBA	16/09/2017
Udhayam shiksha programme	BBA	26/09/2017
Quality of mgt skills	BBA	28/09/2017
Importance of aviation training	BBA	10/10/2017
Importance of business processing	BBA	16/10/2017
Goal setting	BBA	24/10/2017

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	16	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Eye Check Up Camp	Lenskart.com	14	172
View File			

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
CMCA	CMCA	Campus Yuva	4	124
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
TRAINING PLACEMENT	GENERAL	ADVENT GLOBAL SOLUTIONS P. LTD	05/03/2017	04/04/2017	STUDENTS
TRAINING	GENERAL	ASCENT	05/03/2017	04/04/2017	STUDENTS

PLACEMENT		SOLUTIONS PVT. LTD.			
TRAINING PLACEMENT	GENERAL	PAMAKS SOLUTIONS LTD	05/03/2017	04/04/2017	STUDENTS
PLACEMENT	GENERAL	GRIFEO TECHNOLOGY	19/09/2017	20/10/2017	STUDENTS
TRAINING PLACEMENT	GENERAL	V FIND SOLUTIONS PVT LTD	12/03/2018	11/10/2018	STUDENTS
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ADVENT GLOBAL SOLUTIONS P. LTD	03/03/2017	PLACEMENTS	33
ASCENT SOLUTIONS PVT. LTD.	07/06/2017	PLACEMENTS	25
PAMAKS SOLUTIONS LTD	07/06/2017	PLACEMENTS	20
GRIFEO TECHNOLOGY	17/10/2017	PLACEMENTS	42
V FIND SOLUTIONS PVT LTD	05/03/2018	PLACEMENTS	45
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50000	842811

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Newgenlib	Fully	NGL Licensed version	2017

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	4135	56891	594	70378	4729	127269
Reference Books	Nil	Nil	Nil	Nil	Nil	Nil
e-Books	2	84960	Nil	Nil	2	84960
Journals	25	14156	Nil	Nil	25	14156
e-Journals	3	117180	Nil	Nil	3	117180
Digital Database	3	117180	Nil	Nil	3	117180
CD & Video	498	Nil	Nil	Nil	498	Nil
Library Automation	1	10500	Nil	Nil	1	10500
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others(s pecify)	43	77956	Nil	Nil	43	77956

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	180	150	150	10	6	6	8	5	0
Added	0	0	0	0	0	0	0	0	0
Total	180	150	150	10	6	6	8	5	0

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

5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
AIMS e-learning	aimslibrary.blogspot.com

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
12500	632131	37500	210710

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

Al-Ameen Institute of Management Studies has a full time Maintenance Manager employed by Al-Ameen Educational Society to oversee the maintenance of all facilities on campus. He is aided by full time assistants in the capacity of Electricians, Plumber, Carpenter Gardener. Systems are in place for Preventive Maintenance. However in cases of Breakdown Maintenance, these issues are brought to the notice of the Principal by the faculty Students and the Principal ensures the timely addressal through the maintenance manager. The computer systems at Al-Ameen Institute of Management Studies 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. The college has a generator to ensure uninterrupted supply. The institution has 6 housekeeping staff for the upkeep of the campus hygiene sanitation. We have fire safety mechanism in place being maintained by Mini MAK Fire Services. All electrical equipments are supported by voltages stabilizers. Water purifiers are in place and are regularly maintained by Aqua Guard Company.

<https://alameenbba.in/facilities/maintenance>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skills for MBA	08/04/2017	78	External
Mentoring for MBA	09/10/2017	142	Internal
Personal Counselling for MBA	08/01/2018	142	Internal
Language lab for MBA	10/10/2017	78	Internal

Remedial Coaching for MBA	08/01/2018	34	Internal
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
COLLABERA TECHNOLOGIES PAMAKS SOLUTIONS LTD VFIND SOLUTIONS VFIND SOLUTIONS	6	5	CONCENTRIX CAPGEMINI NASAGALAYA DRUGS LTD ELTMUS STUDY METRO T C S APTECH GLOBAL LTD 24 / 7 JOB FAIR JAIN UNIVERSITY H G S MEGA JOB FAIR BMTC DEPOT TOYOTA TSUSHO INSURANCE LTD DIRECT DIALOGUE INITIATIVES INDIA	6	6
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2017	2	PG	MBA	Sri Divya College of Education, Bangalore	Bed
2017	18	UG	BBA	AIMS Bangalore	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Group Dance	Institution Level	24
Mehendi	Institution Level	20
Pencil Sketching	Institution Level	10
Face paintings	Institution Level	15
Mad Ads	Institution Level	18
Solo singing	Institution Level	10
Group Singing	Institution Level	20
Solo Dance	Institution Level	4
Inter Class Cricket Tournament	Institution Level	72
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	nil	Nil	Nil	Nil	Nil	nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Al-Ameen Institute of Management Studies has student representatives in its Academic and Administrative committees such as 1) Advisory Committee - The student members apprise the committee about the requirements of students with regard to academics, proposals for improvement in curriculum, internship experiences and recruitment activities. 2) Student Welfare Committee - Matters related to student welfare and programmes beneficial to students' development are put forth by the student members. 3) Anti-ragging Committee - The students in the committee are counselled to keep a watchful eye on problems and issues faced by students if any and to immediately bring it to notice of the committee. 4) Sexual Harassment Committee - Male and female students are

members of the committee and help address harassment issues of their college mates. 5) Grievance Redressal Committee - Student representatives attend to registered and unregistered grievances of students in association with faculty representatives of the committee to redress the grievances. 6) Editorial Board of College Magazine - Student members actively take part in inviting articles, compiling and publishing. 7) Co-curricular Committee - The students representatives are actively involved in organizing co-curricular activities in the college such as quiz competitions, seminars, workshops and conferences. 8) Extra-curricular Committee - Students representatives function as a conduit between the college and students for conducting as well as participating in the extra-curricular activities. 9) Library Advisory Committee - The student members suggest a list of new books and journals to be added in the library and also give suggestions pertaining to the library functioning and its working hours. 10) Placement Committee - The student members help in preparing the placement brochures, arranging pre-placement talks and chalks out companies to be approached for recruitments. 11) Sports Committee - They co-ordinate in the successful planning and completion of NCC/NSS activities and other indoor and outdoor sports. The student representatives along with faculty representatives in the different committees provide the representation of the views and expectations of the students to the college principal and this aids in effective and informed decision making. The College Administration takes the initiative to meet, the students' expectations as much as possible. The Principal ensures that there is no quashing of animal spirits amongst the young students and at the same time ensures that all decisions taken is in cohesion with the institutions mission, vision objectives.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

AIMS has registered alumni association registered on dated 16/11/2016 it is a full fledged association with the office bearers in the capacity of President, Secretary, Treasurer and other committee members for the year 2017-18 the unanimously elected list of office bearers are 1.Shah Nizamuddin Mujahid- President 2.Syed Abdul Rahim- Vice President 3. Aga Sajjad Murthuza- General Secretary 4.Mohamed Salman- Assistant Secretary 5.Zeeshan Hassan- Treasurer 6.Ameen Ahsan- Assistant Treasurer

5.4.2 – No. of enrolled Alumni:

198

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

194000

5.4.4 – Meetings/activities organized by Alumni Association :

There is an annual Alumni Meeting held every year. We have a database of all the student Alumni. The meeting notice is dished out to them in advance. Thereby we have a turnout of atleast 200 representatives from the Alumni enabling Industry-Institute Interaction and this promotes the training, internships and placement opportunities for the existing outgoing students

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Al-Ameen Institute of Management Studies has clearly stated its vision as “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." Leadership and teamwork are always given importance at Al-Ameen Institute of Management Studies. Various Academics Administrative committees are constituted with member representatives from faculty and students thereby promoting the spirit of Decentralization and Participative Management such as : ? Anti sexual Harassment Committee ?Anti Ragging Committee ?Equal Opportunity Cell Committee ?Students Welfare Committee ?Grievances Committee ?Admission Committee ?Sports Committee ?Cultural Committee

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The applications for BBA course are issued immediately after the announcement of 2nd PUC /12th results. The applications are made available online which can downloaded by students. The duly filled in applications are submitted to the office by the students. The students along with the parents are called for an interview by the principal and admission committee and the admissions are made accordingly. The applications for MBA course are issued immediately after the degree results are announced. 50 of our seats are allotted by the State Government through PG CET, adhering to the roster system while the remaining 50 of our seats come under Management Quota, which will be filled on the basis of merit. Students with financial constraints are given concessions and permission to pay the fees in installments by the Hon. Secretary.
Industry Interaction / Collaboration	The college organizes regular guest lectures from industry experts, consultants and practitioners. Students are taken on regular industrial visits one visit each semester. Students undertake projects at various organizations thereby enabling them to have adequate industry exposure. 5 MOU's are signed during 2017-18 by Al-Ameen Institute of Management Studies, to facilitate Industry Institute Interaction paving way for projects, guest lectures and placement.
Human Resource Management	We have faculty who are qualified and experienced in their subject areas. The

staff abide by the rules and regulations of the management with respect to attendance discipline leave and promotional policies. Faculty are paid UGC scales. They are encouraged to attend several seminars /conferences to present and publish research papers.

Library, ICT and Physical Infrastructure / Instrumentation

We have a full fledged library with 19,316 volumes, 11,721 titles. Our library is of 229.2 Sq Mts. Library has a reprographic facility, we have subscribed to e-journals through Gale Cengage learning, Sage Publication and AIMS International. There are 25 journals and 10 computers in our library. All the class rooms are equipped with LCDS and we have 2 smart boards at the seminar hall and audio visual hall. We have a computer lab with 60 computers. Each of our faculty is provided with work stations. All the class rooms are spacious and well designed with ergonomic furniture for students, faculty and staff ours is a WIFI enabled campus. Al-Ameen Institute of Management Studies has a ladies room and toilets provided on each floor.

Curriculum Development

Since Al-Ameen Institute of Management Studies is affiliated to B.U., we strictly adhere to the curriculum prescribed by B.U. However, our subject faculty are invited to the Board of Studies, in the framing of the syllabus, Industry Experts are members of the B.O.S too. Further orientation programmes are given to the faculty by the university, as and when the curriculum is revised to facilitate the transfer of learning to the students.

Teaching and Learning

In order to cater to the demands of the industry, we strive to make the students job-ready by offering value added sessions on ethics, excel, tally, legal literacy, finishing school concepts etc. The faculty members are deputed regularly to seminars /conference related to their subjects areas so as to enable the transfer of learning and be updated with the nuances and emerging trends.

Examination and Evaluation

Internal assessment exams for all subjects under the course is conducted strictly as per the university guidelines compulsorily. For UG students, the Internal assessment marks is 30 per subject the marks are awarded

along the parameters of attendance, two internal tests skill development for BBA students. Further for PG students, attendance, two internal tests, assignments, presentation and book/journal/article review for I II Sem MBA and attendance, one internal test, case study presentations and mini project for III IV Sem MBA student. In addition to internal assessment the university evaluates students externally at the end of each semester too for 70 marks per subject for both UG PG students.

Research and Development

The management encourages both faculty and students to undertake research, attend seminars and conferences to present and publish research papers .The expenditure of which is borne by the management. Further a research allowance of Rs.90,000/- is given to each faculty pursuing a Ph.D programme in recognized universities .

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

E-governance area	Details
Planning and Development	There is no particular software being used for this purpose.
Administration	Since Al-Ameen Institute of Management Studies is affiliated to B.U, we follow the university portal for administrative purpose, be it payment of admission fee, sports and cultural fees and examination fees.
Finance and Accounts	Tally software is used for financial accounts and Saral TDS is being used for computing income tax for staff and vendors.
Student Admission and Support	We seek the support of OPTRA which is an attendance management software wherein each student is given an unique ID to log into the portal to check their attendance academic performance.
Examination	All the internal assessment marks of the students are regularly uploaded on the university portal as per the university notification time frame. The university announces each semester final examination results on its portal for easy access by the students.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Y.V.Sheshdri	Digital Marketing	R.V.institute of Mgt Studies	750
2017	Deeapk Singh M.C	Human Values in manage,ent Education	R.V.institute of Mgt Studies	800
2017	Abdul Rizwan Sahriff	Capital Market analysis	Kristu Jayanthi College	900
2017	Abdul Rizwan Sahriff	Sustaining a Competitive edge in the Changing Global Scenario, Challenges, Practices and innovation	Christ university	800

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	SPSS	Personal Grooming	18/12/2017	13/01/2018	12	10

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Capital market analysis	1	17/02/2017	18/02/2017	2
Digital marketing	1	04/03/2017	04/05/2017	1
Case writing (Dept of economics)	1	20/07/2017	20/07/2017	1

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

Teaching	Non-teaching
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Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff trips fee concession to their sons/daughters, Ph.D., allowance, PF.	Free uniform, fee concession and scholarships to their sons/daughters studying in Al-Ameen or anywhere else, ESI, PF.	Fee concessions and scholarships, free newspapers uniforms.

6.4 – Financial Management and Resource Mobilization

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

Financial audit was carried out by both internal and external auditors appointed by the management namely M/s. Rangaraju and Associates for the year 2017-18. In addition Al-Ameen Institute of Management Studies has ISO certification audit being done annually too.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil
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6.4.3 – Total corpus fund generated

1000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inquiry Committee Constituted by B.U. I.S.O	Yes	IQAC
Administrative	Yes	Local Inquiry Committee Constituted by B.U. I.S.O	Yes	IQAC

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

Al-Ameen Institute of Management Studies has the practice of conducting Annual Parents Teachers Meeting to collect the feedback from parents with reference to the overall knowledge Delivery System and to obtain first hand information about the transformation of their wards personality as an outcome of the institution's intervention tools and techniques. Few parents have also come forward to pay partial amount of fee to financially poor and deserving students. They have given leads to the institution about entrepreneurs who may be invited to share their success stories to students. Few parents, who are by themselves successful entrepreneurs have come forward to deliver a motivational
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talk to the students.

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

Al-Ameen Institute of Management Studies conducts programmes to support the physical and psychological well being of support staff by conducting lectures on hygiene and sanitation significance of mental health. Further opportunities are provided to the support staff to pursue their higher studies. Training programmes on Excel and Tally were also conducted to update their computer literacy

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

a) MoU's with CMCA for social immersion programmes b) MoU's with corporate for Guest lectures, Internships and Placements

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Cultural Week Programme	17/05/2017	17/05/2017	22/05/2017	60
2017	Three Days of Basic Excel Programme	12/06/2017	12/06/2017	14/06/2017	60

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Eye Check Up Camp	22/02/2018	22/02/2018	30	142

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

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

Al-Ameen Institute of Management Studies is located on a sprawling campus with greenery and it is strategically located just opposite to the landmark "LALBAGH GARDENS", Bangalore which is also known as the lungs of Bangalore. The flora at Al-Ameen Institute of Management Studies, synchronizes with Lalbagh sometimes making seem Al-Ameen campus as an extension of Lalbagh. We observe earth hour, everyday in the campus by switching off electricity between 1pm 2pm, to conserve electricity. Dry and wet wastes are segregated and disposed off accordingly. Several lectures are being conducted to sensitize our students on

Global Warming and threats of Carbon Emissions Sustainable Development Goals.**7.1.3 – Differently abled (Divyangjan) friendliness**

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	Yes	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	Nil	Nil	Nil	Nil	Nil	Nil	Nil
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Value education classes.	Nil	In order to sensitize students on Corporate Spirituality, Ethics and good Governance, we conduct value education classes once every month. Further we have equipped our library with ample books on value education to reinforce the significance of value system such as integrity, civic sense, respect for others, empathy, ethics honesty etc. Several Case Studies are discussed with all the UG and PG Students to reinforce universal values and ethics.
Handbook on code of conduct	Nil	The college adheres to a strict code of conduct and discipline for

students and this is explicitly expressed in a handbook. These norms are emphasized during the students orientation programmes and a handbook is given. Al-Ameen Institute of Management Studies has a uniform dress code for all students and they all have to maintain a minimum attendance of 75 in all subjects failing which they shall not be permitted to take up the semesters final examination. It is mandatory for all parents to attend the Parent Teachers Meeting so as to closely monitor the student progress. Further all the members of the faculty and supporting staff are given the employment-service rule book of Al Ameen education society to comply with.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on Corporate Governance	03/01/2017	03/01/2017	96

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

Al-Ameen Institute of Management Studies classrooms are designed to have enough natural lighting and ventilation. Very rarely do we switch on the electrical lights and fans. Our campus has a rain water harvesting mechanism to conserve water. Our landscaping in the campus with adequate trees and boundaries prevent soil erosion. The college ensures that the leaves that dry and fall off the trees are not burnt but are buried in the soil to facilitate organic manure formation for self sufficiency. All waste papers are disposed off, and are never burnt. All the e-waste is handed over to e-waste collection agency. We also observe the significance of vanamahotsava water day, earth hours, swach bharat program campaigns

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Promoting the spirit of Entrepreneurship amongst the students. 2) Keeping abreast of the developments in the Corporate Scenario continuously – Knowledge Management. The above two Best Practices have gone a long way in promoting academic excellence of the institution.

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

<https://alameenbba.in/iqac>

7.3 – Institutional Distinctiveness

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

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

Provide the weblink of the institution

<https://alameeneducationalsociety.in/>

8.Future Plans of Actions for Next Academic Year

1. Setting up of more ICT enabled classrooms. 2. To ink more MOU's with corporates 3. To ink more MOU's with NGO's for social immersion programs. 4. To emphasize on lectures from entrepreneurs to share their success stories promote Entrepreneurship.