

Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin, Al-Ameen Institute Of Management Studies on at 11:30am 19.01.2019

Minutes of The Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously Agenda

- To organize Silent March
- Semester-wise analysis of results.
- Remedial coaching classes for weaker students
- Intra- Somester Assessment answer papers shown to the students.
- Internal Academic Audit for all courses of BBA & MBA Students
- Peer learning

Discussions & Resolutions

Mr.Abdul Rizwan Sharfff, Vice-Princal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

To conduct workshop with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to impart knowledge, skills and attitudes on effective mentorship.

inter- Collegiate Management Fest-Our students were deputed to various colleges of Rangalore and students have won prizes in the various events.

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Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin, Al-Ameen Institute Of Management Studies on at 11:30am 16.02.2019

Minutes of The Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously Agenda

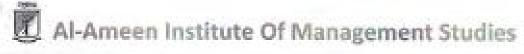
To organize Workshop On Cancer Awareness

Discussions & Resolutions

Mr.Abdul Rizwan Shariff, Vice-Princal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

- Purchase of additional books and journals for the Library.
- Deputing faculty to attend seminars / workshops on research, research methodology, research tools,
 etc.
- *Conduct of Orientation Programme on Project Paper for the Final Year B.B.A./M.B.A. students so as to guide them in preparing research-oriented projects

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Minutes of the IQAC Cell Meeting Held In Vice Principal Cabin, Al-Ameen Institute Of Management Studies on at 11:30am 16.03.2019

Minutes of The Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda

- To conduct a Work shop on Next Millennium Leaders.
- External faculty, experts and personnel from the industry are invited to deliver guest lectures.
- Organisation of field trips and study tours, within and outside the state to places and institutions
 of importance

Discussions & Resolutions

Mr.Abdal Rizwan Shariff, Vice-Princal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

To conduct workshop with a view to build interpersonal, leadership, communication and conflict management skills in callege teachers and to impart knowledge, skills and attitudes on effective mentorship.

Inter- Collegiate Management Fest-Our students were deputed to various colleges of Bangalore and students have won prizes in the various events.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin, Al-Ameen Institute Of Management Studies on at 11:30am on 20.04.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda.

- To organize Guest Lecture on Team Working
- To organize workshop on Next Milennials

Discussions & Resolutions

Mr.Abdul Rizwan Shariff, Vice-Principal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting:

- Information provided in the College Prospectus
- · Periodic review from students, teachers and office staff through staft/departmental/management/HOD/Committee and College Council meetings on the implementation of all aspects mentioned in the prospectus.
- Orientation Programme conducted for students and parents at the time of admission.
- Digital Display of notices regarding Scholarships, Freeships, Students Aid Fund and other forms of assistance.

To conduct workshop with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to import knowledge, skills and attitudes on effective mentorship.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin, Al-Ameen Institute Of Management Studies on at 11:30am on 18.05.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda

- To organize Guest Lecture on Group Discussion on various emerging topic in field of Management
- To organize Guest Lecture on New Era of Leadership

Discussions & Resolutions

Mr. Abdul Rizwan Shariff, Vice-Princal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

To conduct workshop with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to impart knowledge, skills and attitudes on effective mentorship.

As per the decision taken by the IQAC, the process of internal academic audit has been initiated during this academic year with the objective of improving the quality of teaching-learning-evaluation. The academic audit was conducted successfully.

New methodologies have been introduced in the teaching-learning process. Peer learning has been introduced for some courses and the same has been documented. All teachers submitted their teaching plans and compliance of teaching plans to the IQAC.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin,

Al-Ameen Institute Of Management Studies on at 11:30am on 15.06.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda

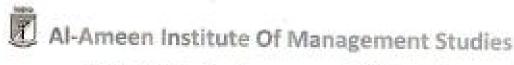
- To organize Guest Lecture on New Era of Leadership
- Awareness through Mentorship System and counselling services
- Remedial Coaching classes

Discussions & Resolutions

Mr.Abdul Rizwan Shariff, Vice-Principal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

- Regular monitoring of students attendance by the Attendance Committee. The attendance of every
 student is displayed on the notice boards at the beginning of every month. Letters are sent to parents if
 the attendance of their ward is below 75%. Meetings are organized for those students who have less
 than 75% attendance.
 - The College provides professional Counselling and Career Guidance for students. As far as
 counselling is concerned, an external professional counsellor was appointed by the College. The
 Counsellor was available thrice a week. Formal counselling was done and informal sessions were
 engaged for many others

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Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin,

Al-Ameen Institute Of Management Studies on at 11:30am on 20.07.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Aganda.

- . Preparation of Teaching plans by individual teachers.
- . Online faculty evaluation by students
- · Distribution of results to parents
- Semester-wise analysis of results.
- · Remedial coaching classes for weaker students
- Intra- Semester Assessment answer papers shown to the students
- Internal Academic Audit for all courses of BBA & MBA Students
- Peer learning.

Discussions & Resolutions

Mr.Abdul Rizwon Shariff, Vice-Principal, ICAC Co-ordinator welcomed the faculty members for the ICAC Meeting

To conduct workshop with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to impart knowledge, skills and attitudes on effective mentorship.

Open book examinations, presentations, role play, and industry based assignments for BBA & MBA Students

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin,

Al-Ameen Institute Of Management Studies on at 11:30am on 17.08.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda

- Conduct of Orientation Programme on Project Paper for the Final Year B.A./B.Com. students so as to guide them in preparing research-oriented projects
- A workshop on Calculation of API scores to be organized so as to familiarize the teachers with the revised guidelines for API score.

Discussions & Resolutions

Mr.Abdul Rizwan Shariff, Vice-Principal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- > Participation in International Youth Day Celebration
- Observation of Van Mahotsav Day
- > Rally on Swacch Bharat
- Rally on road safety awareness
- > Blood donation camp
- > Road Safety Week
- Anti-plastic drive
- Campus development and cleaning activity as part of 'Swachata hi Sewa' initiative
- Celebration of Gandhi Jayanti
- Training Program for NSS girl volunteers on 'Women's Safety and Empowerment.

List	OF.	IQAC	Members	
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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin,

Al-Ameen Institute Of Management Studies on at 11:30am on 21:09:2019

Minutes of the Last Meeting.

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda

- To organize Guest Lecture on Handling Failure in Life.
- Open book examinations, presentations, role play, and industry based assignments for BBA & MBA Students

Discussions & Resolutions

Mr.Abdul Rizwan Shariff, Vice-Principal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

To conduct workshop with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to impart knowledge, skills and attitudes on effective mentorship.

Open book examinations, presentations, role play, and industry based assignments for BBA & MBA. Students

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin,

Al-Ameen Institute Of Management Studies on at 11:30am on 19:10:2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda:

- To organize Guest Lecture on Motivation and Inspiration For Success
- To Organise Blood Donation Camp with Eye and Dental Check-up

Discussions & Resolutions

Mr. Abdul Rizwan Shariff, Vice-Principal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

- Class-wise Orientation Programme on the Examination Pattern for BBA & MBA Students
- Orientation Programme on the Scheme of Examinations for newly appointed faculty

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Minutes of the IQAC Cell Meeting Held in Vice Principal Cabin,

Al-Ameen Institute Of Management Studies on at 11:30am on 16.11.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed unanimously

Agenda

- To organize Guest Lecture on Handling Failure in Life
- Open book examinations, presentations, role play, and industry based assignments for BBA & MBA Students

Discussions & Resolutions

Mr. Abdul Rizwan Shariff, Vice-Principal, IQAC Co-ordinator welcomed the faculty members for the IQAC Meeting

A Guest lecture on Handling Failure in Life was successfully organized on 18.10.2019

The IQAC put forward several suggestions and on the basis of the decisions taken by the IQAC, the following have been implemented

- Preparation of Teaching plans by individual teachers
- · Online faculty evaluation by students
- · Distribution of results to parents

	List OF	IRAC Me	mbers
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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Cell Meeting Held In Vice Principal Cabin, Al-Ameen Institute Of Management Studies on at 11:30am 21.12.2019

Minutes of the Last Meeting

Salient features of the meeting and progress was noted and the minutes were passed una

Agenda

To organize Awareness talks for NSS volunteers on: Cleanliness, Health, Hygiene and Epidemics, Personality Development, Stress Management, Development of leadership skills, Cleanline and lifestyle disorders, Civic Responsibilities and Cleanliness, Road safety, Breast Cancer

Discussions & Resolutions

Mr.Abdul Rizwan Shariff, Vice-Princal, IQAC Co-ordinator welcomed the faculty members for the IQAC

Faculty members were informed to organize a Workshop on Professional and Self-Development for

Brief discussion on Quality Enhancement and Assurance in Higher Education Institutions in the confess of the Revised NAAC Assessment and Accreditation Framework

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