



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	AGURCHAND MANMULL JAIN COLLEGE
Name of the head of the Institution	Dr. N. VENKATARAMANAN
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	044-22246705
Mobile no.	9841156574
Registered Email	info@amjaincollege.edu.in
Alternate Email	management@amjaincollege.edu.in
Address	Meenambakkam, Chennai
City/Town	Chennai
State/UT	Tamil Nadu
Pincode	600061
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. V. Eswaran
Phone no/Alternate Phone no.	04422248603
Mobile no.	9840040922
Registered Email	info@amjaincollege.edu.in
Alternate Email	management@amjaincollege.edu.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.amjaincollege.edu.in/images/iqac/AQAR2018-19.pdf.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:
Weblink :

<http://www.amjaincollege.edu.in/images/file/Calendar-2019-2020.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.73	2006	17-Oct-2006	16-Oct-2011
2	B	2.54	2014	21-Feb-2014	20-Feb-2019
3	B	2.31	2019	09-Aug-2019	08-Aug-2024

6. Date of Establishment of IQAC

08-Oct-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Joy of giving	14-Dec-2019 1	20
Vigilance Awareness week	30-Oct-2019 5	5
Online Webinar on Emerging Avenues in HEIs- A Holistic Approach	27-May-2020 1	1166
MOCK Audit	10-Jun-2019 2	8
Peer team Visit	15-Jul-2019 2	3
Literacy Program	09-Sep-2019 1	1
IPR Seminar	10-Oct-2019 1	250
Seminar on Unveiling the Secrets of Share Market	18-Feb-2020 1	1
Workshop on Empowerment of Youth in Public Policy Analysis	23-Jan-2020 1	95

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Timely Submission of AQAR, IIQA and Self Study Report towards third cycle of ReAccreditation 2. The IQAC team of the college submitted details for AISHE and took part in NIRF Ranking 3. The IQAC team played active role in the smooth conduct of Peer team Visit towards third Cycle of Reaccreditation on 15th and 16th July 2019 4. Encourage departments to conduct departmental and entrepreneurial activities to promote various skills 5. To overcome the stress during pandemic, various online counseling sessions and workshops were conducted

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

Plan of Action	Achievements/Outcomes
To make students get involved in various clubs	<ul style="list-style-type: none"> • Rotract Club Installation was convened on 2082019. Teachers Day and Green Rotractors day was also organised. • Dental awareness camp was organised on 12122019
To conduct various programs to inculcate Social awareness	<ul style="list-style-type: none"> • NSS wing of our college organised NSS Day, Teachers Day, Independence Day ,Motivational talks, Deworming Day, oratorical competitions, Blood Donation camp, Constitution day, Gandhi Jayanthi and Dr.A.P.J. Abdul Kalam Day. • World Aids Day, Constitution Day, Vigilance week, Campus Cleaning, Leprosy Awareness camp and Seven days special camp was also conducted by NSS team of the College • Citizen Consumer Club organised a Program on 23/1/2020
To organize demonstration sessions so that student will be able to acquire new skills	<ul style="list-style-type: none"> • Workshop on Arts and Crafts was organised on 20/9/19 and Travelogue Fest was conducted on 26 27 Sep 2019 by Tourism Department • Students of Tourism departments were taken to Industrial Visit on 26 and 27th July 2019 • Self defence Program was organised by Women Development Cell of the college on 10/8/2019
To appreciate Language skills	<ul style="list-style-type: none"> • MathruBhasha Diwas was celebrated on 2122020 by all the Language Departments together • French Association conducted activities on 18/9/2019 and 14/2/2020. • Tamil Mandram organised programs on 9/8/2019

<p>To keep pace with the latest developments, various departments conducted events</p>	<p>1.IQAC team organised a National Seminar on Intellectual Property Rights on 10/10/2019 2. The departments of Computer Science, Computer Applications Software Applications were jointly conducted a seminar on 14.12.2019 on the topic "Sustainable Development on Software Testing Job Offers" by Ms. P. AmudhaPragasam, Software Quality Assurance Lead 3. Three Day Workshop was Conducted on the topic of "Good Governance and Effective Participation" organized by YUVA NonProfit Organisations located in Chennai, on 27th, 28th and 29th January 2020. Through this workshop, students learned the value and importance of the degree towards facing social challenges. 4.One day workshop on Importance of Mental Health and Psychological First Aid" and "How to make a career in Psychology?" on 10/12/2019</p>
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<p>To continue with Learning process, many online webinars were conducted during the pandemic period</p>	<p>1.IQAC team of the college hosted an Online International Webinar on "Emerging Avenues in HEIs A Holistic Approach" On 27.5.2020 2. National level Online quiz contest on Banking Technology and Logistics Supply chain A Lock down initiative during May 2020 3. Department of Computer Science, Computer Applications (BCA) and Software Applications conducted the "National Level Computer Knowledge EQuiz Challenge" EQuiz was conducted for 5 days from 10/5/2020 to 15/5/2020 4.The departments of Computer Science, Computer Applications Software Applications were jointly conducted a Power Virtual Seminar on 15.05.2020 an initiative during Lockdown period of COVID19, online through Cisco WebeX on the topic "Data Science(The Recent Trends in Technology)" by Mr.DinakarMedavaram, Staff Engineer,Xilinx India Pvt. Ltd. 5. Department of Public Administration conducted Online Quiz on 12/5/2020 and 15/5/2020 on Indian Governance. Nearly 150 students participated 6.An online psychometric assessment, named "Fluid Intelligence Test" was created as a lockdown initiative 20/5/2020 to 31/5/2020</p>
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<p>14. Whether AQAR was placed before statutory body ?</p>	<p>Yes</p>
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Name of Statutory Body	Meeting Date
Academic Council	08-Jul-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	15-Jul-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	17-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The College has custom made software. The following are made available in the software: 1. Students' attendance [everyday attendance status will be sent message to their parents. 2. Complete database of the students. 3. The software also used in admission process, Library, Finance department. The college also provides the option of online fees payment for both Semester fees and University fees, which is very much useful for the students in outstation. The college also collects students' feedback at the end of every semester using separate software. The software enables for effective control of documentation, financial transactions for both academic administrative purposes.

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

Agurchand Manmull Jain College is a Co-educational aided and Self financing institution offering wide varieties of programmes to students promoting Inclusive and Holistic Education. Based on students demand and the changing requirement of the society new programmes are offered. The College introduced two Under Graduate programmes (BA- Tamil and BA- Defence and Strategic Studies) and M.Sc Maths- A Post Graduate Program in the AY 2019-2020 along with existing

UG and PG programmes. Effective curriculum delivery is ensured with a systematic Teaching-learning Process. A well planned calendar prepared ahead, ensures smooth conduct of various departments and club activities. At the beginning of every semester based on expertise of faculty and preference subjects are allotted and staff workload is agreed mutually in the department. Time tables are prepared for both practical and theory exams and shared to students which are also displayed in notice boards. For implementation of curriculum, teachers have included teaching methods such as presentation, assignments, and seminars for effective teaching. Timely meeting are conducted and instruction are given for submission of assignments and conducting unit test and internal test are well planned and executed before final examination. Two Internal assessments for one hour each per subject are conducted in both the odd and even semesters of the year to evaluate the acquired knowledge of the students in the subjects taught. Also, centralized model examinations of 3 hours duration are conducted to check the readiness of the students to appear for the University examinations. Besides this, periodical assignments are given by the respective subject-in-charges to assess the level of understanding in the respective subjects. Digital learning materials such as eBooks and electronic documents (Word docs, PDFs) are given to the students to facilitate learning. Remedial Classes are conducted to those students who needed it. The classes were conducted before the start of the regular class sessions in order to not hinder the regular classes. Special care and attention is given to the slow learners by circulating Question Bank with answers in pdf format for each subject comprising the important repeated questions based on previous year University Exam question papers (prepared by respective subject-in-charge). Effective curriculum delivery is ensured by regular conduct of classes, assignments, expert tables, Guest lecturer and seminar. Industrial visits, field project, workshop enhance students learning experience. Internships offer student a real time experience which enables better understanding of what has been taught. Student mentoring system, parent teacher association and counseling services result in better student understanding and develop cordial relation between faculty and student. The increase in number of Rank holders and students securing high marks in University examination serves as an evidence of effectiveness in curriculum delivery.

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
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	TAMIL	24/05/2019
BA	DEFENCE & STRATEGIC STUDIES	24/05/2019
MSc	MATHEMATICS	24/05/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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MSc	MATHEMATICS	24/05/2019
BA	DEFENCE STRATEGIC STUDIES	24/05/2019
BA	TAMIL	24/05/2019

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
COMPUTERISED ACCOUNTING	09/01/2020	421
PHYTHON	09/01/2020	215
EVENT MANAGEMENT	09/01/2020	47
HARDWARE NETWORKING	09/01/2020	69
LOGISTICS SCM	09/01/2020	63
ADVANCED EXCEL	09/01/2020	91
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	CORPORATE	331
BCom	MARKETING MANAGEMENT	48
BCom	INFO & SYSTEM MANAGEMENT	114
BSc	VISCOM	100
MSc	VISCOM	21
MCom	COMMERCE	44
MSc	MATHS	18
MSc	PHYSICS	8
MSc	CHEMISTRY	11
MA	ECONOMICS	3
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
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

The college has implemented various measures to constantly monitor, review and improve the performance of its various stakeholders (like, students, alumni, parents and employers). Formal and Informal feedback are constantly collected, analyzed and reviewed to identify the areas that need improvement. Feedback is collected from the students on the basis of the following parameters. Feedback on Teachers- Regarding the completion of syllabus, topics discussed, knowledge of the teacher, communication ability, punctuality, Evaluation and Assessment methods Feedback on Curriculum- Applicability, Relevance, Depth, Clarity, Learning values and Conceptual applicability. Students are provided with computer lab facilities to submit online feedback at the end of every semester. Alumni and parents feedback are collected during meeting sessions which enable in understanding their requirement and initiating any changes/required. The link for submitting the feedback is also available in college website. Student's feedback is collected on a five point likert scale. The response is analyzed based on each parameter and submitted to management for necessary action. Wherever required based on student and faculty feedback, representations are made to University either for review or updating in syllabus. The ever-increasing demand of students to join the institution, the interest shown by companies in conducting campus placement drive, the feedback from employers and Alumni stand as a testimony to the satisfaction of the stakeholders.

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
BCom	All	1499	5347	1434
BCA	All	200	709	185
BA	All	742	1068	608
BBA	All	147	254	142
BSc	All	1046	1790	744
MA	All	58	30	15
MCom	All	46	120	41
MSc	All	120	157	66

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	8775	246	281	0	53

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
334	82	4	11	0	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 college has been consistently striving to uphold academic standards and moral values through several measures. As have new departments been added over the time, so have the initiatives to enhance and sustain the quality of the academic perspectives and student-centric aspects. In order to closely monitor the holistic development of the students, the Mentor-Mentee system has been put in place. Through the Mentor-Mentee system, networks are carefully created, each headed by a staff member of the respective departments. A selected number of students are placed under the guidance of the Mentor. All facets of every student – curricular, co-curricular and extra-curricular – are closely and continuously monitored, recorded and reviewed by the Mentor. With respect to the academic-based performance of the student, the marks obtained in every subject, for every test, assignment and exam are recorded. The student's progress is tabulated and calibrated for regular updates. As the Mentor has access to the mentee's continuous performance, the monitoring is complete, total and hence effective. Being in close proximity of the student's performance, the Mentor takes the responsibility to scrutinise, guide and motivate the student. It also becomes the Mentor's prerogative to bridge the lacuna, if any, between the student and the members of the faculty, should there arise any setback in the teaching-learning process. Corrective measures are brought in by the respective staff members after discussions with the staff in-charge who acts as the specific student's mentor. As this approach of intensified and broad-spectrum coverage of the student's performance is systematically undertaken, the student benefits unconditionally. It is to be noted that the role of the Mentor does not cease with the academic monitoring. The student is encouraged to approach the respective Mentor for every issue faced within the campus and with relevance to the holistic growth of the student. Thus, it is a common practice that the Mentee seeks the help, guidance and motivation from the Mentor in matters that concern the overall upliftment of the students. As a large number of students of the college come from the underprivileged section of the society and also a major part of them being first generation learners, this system helps to put the student community in the right track. The Mentor-Mentee scheme thus acts as a powerful tool in ensuring a result-oriented growth. In order to extend the benefits of this system, the college puts in to practice another course of action: regular meetings with the parents. Since the parents too are stakeholders in completing the holistic growth of the students, they are periodically invited to the respective departments on the specified date and time for regular updates about their ward. They are briefed about the progress, achievements, and setbacks, if any, and inclusive discussions and initiated. The outcome of these meetings is marked by the student being carefully guided and encouraged by the parents as the latter are well informed about their wards. The Mentor-Mentee system and the regular parents' meet fortify the teaching-learning process.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
9021	334	1 : 27

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
353	334	19	71	117

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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2019	Ms. S. Revathi	Assistant Professor	The Best Paper Award on National Conference Organized by Government Arts College for Men(Autonomous), Nandadnam, affiliated to University of Madras
2019	Dr.E.kothandaraman	Assistant Professor	Perasiriyar kalaimani from kaviyarasar Thamizh sangam
2020	Dr.E.kothandaraman	Assistant Professor	Aasiriyar panichemmal From Manavar kamban kazhagam
2020	Dr.M.Thamarai selvi	Assistant Professor	Dr.Radhakrishnan Award From Kumararani Meena Muthaiya Arts Science Puthuvaith Tthamizh Sangam Kaanchi Kalaichsangamam Iyal, Isai, Nadaga Nattuppurak Kalaikkoodam
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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
BA	ADA	1	27/11/2019	31/01/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

All the Departments strictly follow the norms prescribed by the University of Madras with regard to the Continuous Internal Evaluation. They are Seminars, Assignments, Students Attendance and three internal evaluations (two monthly tests and the model examination that follows the question paper pattern of the ensuing University examinations). In order to raise the bar of the academic standards and to instill a renewed interest in the subject, several additional evaluation techniques are undertaken. All the end of the completion of each unit, different methodologies of evaluation are followed by individual faculty members: 1. The students are engaged in group discussions, with the teaching faculty member initiating various topics that lead to the participation of the students with different points of view 2. Debates are encouraged wherein the inputs from the students could reflect the level of their comprehension of the

completed unit. Alongside the evaluation, this facilitates an indirect experience to the needy students. 3. Some departments assign simple projects to students individually or in groups to make a PowerPoint presentation or a video presentation with facts and additional information as a supplement or to validate the points covered in the completed unit. 4. The understanding capacity of the students is assessed and they are given assignments accordingly to apply the concept in solving the problems of the real time scenario. 5. While the students make a presentation, various factors are considered to evaluate based on the Topic introduction and subject introduction, Communication skills, Presentation skills, Illustration in real-time and Conclusion.

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

The members of the Calendar Committee prepare the ensuing academic year's calendar taking all relevant parameters into consideration. Care is taken to consider the length of the prescribed Units and hence suggestions of the Heads of the Departments and Coordinators are considered so that the members of the respective departments may be instructed to frame their lesson plans accordingly. With this initiative as the cornerstone, the dates for the continuous internal evaluation are decided and earmarked in the academic calendar. The other crucial parameters such as national and regional holidays, religious festivals and community events (the college being a Jain minority institution) are also duly taken into close consideration. The Heads of the Departments and Coordinators monitor the completion of the Unit within the time frame and this is brought to the notice of the Principal and the Dean. Upon these coordinated efforts, the students are notified about the date of the CIE tests as printed in the college calendar. Thus the college strictly adheres to the academic calendar for the conduct of the CIE except in the rare and unavoidable cases such as a holiday declared owing to the demise of a national leader or an unforeseen natural calamity.

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)

<http://www.amjaincollege.edu.in/images/igac/COURSE-OUTCOME.pdf>

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
ADA	BA	Economics	104	103	99

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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)

<http://www.amjaincollege.edu.in/images/file/Students-Feedback-Analysis-2019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
World Tourism Celebrations - Seminar on Career Enhancement by Mr. M Nagendran - Employability skills in Tourism Sector	Tourism Travel Management	26/09/2019
One Day Inter - Collegiate Seminar on Entrepreneurship and innovation as Career opportunity in Tourism and Travel Management	Tourism Travel Management	18/12/2019
SEMINAR ON COMMUNITY RADIO FOR SOCIAL DEVELOPMENT	VISUAL COMMUNICATION	13/02/2020
MURAL - WALL PAINTING WOKSHOP	VISUAL COMMUNICATION	22/02/2020
Workshop on Research Methodology	ENGLISH (SF)	26/02/2020
National Seminar on Intellectual Property Rights	IQAC	10/10/2019
International Webinar on Emerging Avenues in HEIs: A Holistic Approach	IQAC	27/05/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

Name of the Department	Number of PhD's Awarded
ECONOMICS	1
PHYSICS	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English (SF)	3	Nil
International	Tamil (SF)	2	Nil
National	Electronics Communication Science	1	Nil
National	English (SF)	1	Nil
National	Economics (Aided)	1	Nil
International	Tourism Travel Management	1	Nil
International	Corporate Secretaryship (SF)	1	6.2
International	Computer Science	12	Nil
International	Software Application	1	7.08
International	BCA	7	Nil

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce (SF)	1
Corporate Secretaryship (SF)	4
Business Administration	8
Computer Science	9
Electronics Communication Science	1
Tamil (SF)	6
English (SF)	5
Hindi (SF)	1
Chemistry	2
English (Aided)	4

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
A Study of Issues that Affect Agricultural Mechanization in Thiruchirappalli District	Dr. V.S. MURALI	THINK INDIA JOURNAL	2019	0	AGURCHAND MANMULL JAIN COLLEGE	0
SPOOFING - An attack on node identity and its Remedial Research	Ganesh Raja M	IJEAT	2019	0	AGURCHAND MANMULL JAIN COLLEGE	0
Transforming the Era of Digital Marketing with Artificial Intelligence	J. Gokila	Journal of Information Computational	2020	0	AGURCHAND MANMULL JAIN COLLEGE	0
Organic food without preservatives	S.Sasikala	Alochachakra	2020	0	AGURCHAND MANMULL JAIN COLLEGE	0
Identifying Vulnerable User In LinkedIn Using Web Description Logic Rule Generation	REVATHI.S	IJSTR	2019	0	AGURCHAND MANMULL JAIN COLLEGE	0
Web Description Logic Rule Generation And Other Machine Learning - A Comparative Study	REVATHI.S	IJATCSE	2020	0	AGURCHAND MANMULL JAIN COLLEGE	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
Web Description Logic Rule Generation And Other Machine Learning Algorithms - A Comparative Study	REVATHI. S	IJATCSE	2020	4	0	Agurchand Manmull Jain College
Identifying Vulnerable User In Linked in Using Web Description Logic Rule Generation	REVATHI. S	IJSTR	2019	3	0	Agurchand Manmull Jain College
Spoofing -An attack on node identity and its Remedial Approach	Dr.A.Udh ayakumar	IJEAT	2019	0	0	Agurchand Manmull Jain College
Enhancing Job Scheduling in cloud using Widespread Primary Algorithm	Dr.A.Udh ayakumar	IJRTE	2019	0	0	Agurchand Manmull Jain College
Representation of Cryptography for Gray Scale Reflection using Latin Square	Dr.A.Udh ayakumar	JARDCS	2019	0	0	Agurchand Manmull Jain College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	264	1596	432	98

Presented papers	12	11	0	0
Resource persons	1	0	6	6
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
DENTAL AWARENESS PROGRAMME	ROTARACT CLUB	3	800
One Day Workshop On " PERSONAL EMPOWERMENT IN EMERGENCY RESPONSE"	Consumer Club, Karuna Club, Red Ribbon Club, Youth Red Cross NGO ALERT	12	850
Blood Donation Camp	Rajasthani Health Foundation Dr.Rela Institute of Medical Center	3	93
Health Wellness Camp for Women	Rajasthani Health Foundation Dr.Rela Institute of Medical Center	2	550
One day workshop on Disaster Management	Karuna Club, Youth Red Cross Sri Sathya Seva Organisation	6	325
A SEVEN DAYS SPECIAL CAMP	NSS	4	200
NATIONAL VOLUNTARY BLOOD DONATION DAY	NSS	4	50
ENVISION	ROTARACT CLUB with MOP VAISHNAV COLLEGE, JEPPIAR COLLEGE, CHENNAI TOWERS	0	100
NAMMA OORU THIRUVIZHA	ROTARACT CLUB with DISTRICT CLUB SERVICE TEAM, RAC OF AAKASH, AADITHYA, CHENNAI TOWERS, COASTAL	0	80
SARANALAYAM	ROTARACT CLUB with ROTARY CLUB OF MADRAS CENTRAL	0	130
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Overall projects done by rotaract club during the year 2019-2020	Rotary Citation with Platinum Distinction	Rotary International	881
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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
Swachh Bharat	NCC	SWATCH BHARAT PROGRAMME	2	64
Awareness Programme	NCC	POPULATION AWARENESS RALLY	2	58
Swachh Bharat	NSS	MEENAMBAKKAM RAILWAY STATION AND THE ADJACENT SUBWAYS	2	50
Swachh Bharat	NSS	RALLY ON SWACHHTA PAKWARA - CLEANLINESS AWARENESS RALLY	4	200
Swachh Bharat	NSS	SWACHHTA PAKWARA, A CAMPUS CLEANING PROGRAM	4	60
Awareness Programme	Consumer Club	Awareness programme on Petroleum Conservation	3	450
Awareness Programme	Consumer Club	Rights Duties for non-resident Tamil/Indians who go abroad for education or employment	3	150
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3.5 – Collaborations

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Job Training	TCS Affirmative Action - Free Employability Training	Tata Consultancy Services	03/01/2020	29/02/2020	350
Skill Development Programme	BSNL - Free Skill Development Training	Bharat Sanchar Nigam Limited	13/08/2019	12/10/2019	395
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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
737	620

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

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 partially)	Version	Year of automation
EASYLIB	Partially	3.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	83699	9172499	710	275398	84409	9447897
Reference Books	939	529919	41	37234	980	567153
Journals	44	200558	8	41780	52	242338
e-Journals	6293	0	0	0	6293	0
e-Books	160809	27525	0	5900	160809	33425
Others (specify)	42	231247	11	35993	53	267240
No file uploaded.						

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

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

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	532	419	5	1	1	50	50	150	13
Added	6	0	0	0	0	4	2	0	0
Total	538	419	5	1	1	54	52	150	13

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

150 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
159	148	388	296

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)

The physical facilities of the college are meticulously taken care of by the Management of the college with scrupulous, regular maintenance through the Estate Office. All issues regarding repair, breakage, malfunctioning or renovation of occur are brought to the notice of the Heads of the respective departments and followed up by the Estate Office. Every complaint received is recorded in separate registers for all the physical support facilities like black boards, white boards, benches, electrical items, bathroom fittings, canteen and hostel equipment, garden pipelines, landline telephones being out of order, carpentry, and the like. The complaints are followed up and are sorted out at the earliest. Plumbers and electricians are appointed exclusively for the college to attend immediately to the entries in the Complaints Register regarding leaky pipelines, taps and sanitary fittings needing urgent repairs, repairing of the inlet and outlet water lines in the RO plants, the suction and discharge lines of the sump and the overhead tank. The Estate Office takes up any contingency and resolves as and when necessary. In the case of grievances arising from the electrical items, rapid action is taken. The electricians of the college are deputed immediately to assess the level of repair or damage and the list of spares, tools and replacements. With the suitable safety precautions, the work is carried out, tested for completion, power resorted and the concerned department duly informed by the electricians. They report upon completion. Systematic running and periodical maintenance of the R.O drinking water plant, AC, Generators and Solar Panel, are ensured with scheduled inspections. Annual maintenance is also taken up through AMC, based on the requirements. The Management outsources specific external agencies for the upkeep of Security, housekeeping, the maintenance of pollution-free campus and preserving the greenery in the campus. The fire-extinguishers are kept ready for use at all times. The scraps are periodically collected and disposed systematically. Hygiene and cleanliness of the sumps and tanks are maintained for safe drinking water. An AMC for this purpose has been outsourced. Four Software Engineers have been exclusively appointed to maintain, oversee and ensure smooth functioning of the computer and IT infrastructure. The laboratories of the institution follow strict rules. Records are regularly maintained, updated and verified. The Library's functioning is strictly streamlined and updated with appropriate registers. A committee has been constituted, comprising of the Principal, Office Superintendent, two senior professors, and the Librarian to meet and discuss to decide about the disposal of the damaged books. The Sports department is well disciplined and records are maintained regularly. The biometric system is in place to record and monitor the entry and exit of the faculty members of all the departments (teaching and nonteaching). Hence, the AMC has been availed to help continuous registering of the biometrics on a regular basis. As required, the college avails the AMC facility as in the case of Easy Lib 3.0 software of the college libraries and Tally ERP for college purpose.

<http://www.amjaincollege.edu.in/images/iqac/4.4.2--AQAR-2018-19--Procedure.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	MANAGEMENT SCHOLARSHIP	87	1342000
Financial Support from Other Sources			
a) National	GOVERNMENT SCHOLARSHIP UNDER VARIOUS SCHEME AND PRIVATE SCHOLARSHIP	680	3165294
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
REMEDIAL COACHING (ODD SEMESTER)	11/09/2019	150	DEPARTMENT OF COMPUTER APPLICATION
SOFT SKILL DEVELOPMENT (BSNL Training Program)	13/08/2019	395	BSNL
SOFT SKILL DEVELOPMENT (TCS Affirmative Action training program)	03/01/2020	350	TCS
SOFT SKILL DEVELOPMENT (PLACEMENT TRAINING PROGRAM)	23/09/2019	1500	ACADAMIS INDIA
REMEDIAL COACHING (DEPARTMENT OF COMPUTER APPLICATION - ODD SEMESTER)	21/02/2020	124	DEPARTMENT OF COMPUTER APPLICATION
REMEDIAL COACHING (DEPARTMENT OF CORPORATE SECRETARYSHIP)	21/02/2020	423	DEPARTMENT OF CORPORATE SECRETARYSHIP
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
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2020	GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER COUNSELLING (Pre-Placement Special Training Program)	1350	1350	0	0
2020	GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER COUNSELLING (Placement Awareness Program)	1448	1448	46	46
2020	GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER COUNSELLING (TCS Affirmative Action training program)	350	350	55	55
2019	GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER COUNSELLING (BSNL Training Program)	395	395	62	62
2019	GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER COUNSELLING (ACADAMIS INDIA - Placement Training Program)	1500	1500	75	75
2020	GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER	1235	1235	28	28

COUNSELLING
(SHAS SKILL
DEVELOPMENT
ACADEMY -
World Class
Life Skills
-
Motivational
Training
Program)

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NTRUST INFOTECH	369	38	CSS CORP	25	4

[View File](#)

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
2019	3	BA	TOURISM AND TRAVEL MANAGEMENT	AGURCHAND MANMULL JAIN COLLEGE	MA (TOURISM AND TRAVEL MANAGEMENT)
2019	2	BA	ENGLISH	GOVERNMENT ARTS COLLEGE, NANDANAM	MA (ENGLISH)
2019	1	M. SC	PHYSICS	UNIVERSITY OF MADRAS	PHD (PHYSICS)
2019	1	B. COM	COMMERCE-MARKETING MANAGEMENT	SRM UNIVERSITY	MBA
2019	1	B. COM	COMMERCE-MARKETING MANAGEMENT	LOYOLA COLLEGE	MBA
2019	7	BA	ECONOMICS	AGURCHAND MANMULL JAIN COLLEGE	MA (ECONOMICS)

2019	14	B. COM	COMMERCE (GENERAL)	AGURCHAND MANMULL JAIN COLLEGE	M. COM (GENERAL)
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	3
SET	1
View File	

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

Activity	Level	Number of Participants
OFF-STAGE EVENTS OF YUVA SANGAMAM 2019-2020 WAS CONDUCTED FROM 19.08.19 TO 10.09.19 (SHIFT-II).	COLLEGE LEVEL	1000
YUVA UTHSAVAM 2019-20 ON-STAGE EVENTS WAS CONDUCTED ON 3RD 4TH OF MARCH 2020 (SHIFT-I).	COLLEGE LEVEL	550
YUVA UTHSAVAM 2019-20 OFF-STAGE EVENTS WAS CONDUCTED FROM 9.12.2019 TO 16.12.2020 (SHIFT-I)	COLLEGE LEVEL	375
INTER DEPARTMENT SPORTS AND GAMES	COLLEGE LEVEL	2000
THE PONGAL CELEBRATIONS HELD ON 11TH JANUARY 2020 (SHIFT-II).	COLLEGE LEVEL	5000
YUVA SANGAMAM 2019-2020 ON STAGE EVENTS HAD BEEN HELD ON 26.09.2019 AND 27.09.2019 (SHIFT-II).	COLLEGE LEVEL	2500
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	KABADI-SECOND POSITION	National	1	Nil	218142	NEERAJA UNNI
2019	KABADI-SECOND POSITION	National	1	Nil	218141	MANJU

2019	KABADI- SECOND POSITION	National	1	Nil	218144	PRENA SHARMA
2019	KABADI- SECOND POSITION	National	1	Nil	218145	POOJA VARMA
2019	KABADI- FIRST POSITION	National	1	Nil	218141	MANJU
2019	KABADI- FIRST POSITION	National	1	Nil	218144	PRERNA SHARMA
2019	KABADI- FIRST POSITION	National	1	Nil	218145	POOJA VARMA
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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)

In order to ensure the welfare and development of the students, the college has constituted two bodies. They are Students' Development Council (for Shift - I) and Students Welfare Council (for Shift-II). For both the student bodies, the Principal is the president and faculty members from various departments are the vice presidents. All the students are ipso facto members of the college Student's Development Council / Student Welfare Council. The students of the college get represented by their respective class representatives. The students are screened at several levels such as sound academic performance with nil arrears, extracurricular and sports achievements so as to be eligible to participate in the elections. Panels are formed with members from various departments to oversee the election process. Gender equality is ensured amongst the office bearers for the SDC and SWC as they are represented by boys and girls in equal numbers. In total, there are eight of them, viz., Chairpersons, Vice-Chairpersons, Secretaries and Assistant Secretaries. They hold the office for one academic year. These members report to the Principal/Dean through the faculty who are the council members of SDC/SWC. Hence the active involvement and dedicational spirit among the members of the said council through the effective involvement of the faculty associated with the council continue to uphold the institution's prestige through their various activities. The Student Development Council and the Student Welfare Council have taken the initiative of SEED practices to implement and strengthen the quality of entrepreneurial ability and the leadership qualities of the prospective students. The hidden potential and capabilities of the students are brought out through activities such as AMJCIAN BAZAR, AAVIN and PUSTHAK BHARATH. Further, the SDC and SWC play an active role by organizing cultural activities thereby facilitating an orderly relationship between the students, faculty and the Management.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Rich in experience while strong in their academic roots, the past students are pioneers of their alma matar. Acknowledging this fact, our college taps the immense potential of the alumni by inviting them to play a major part in the college program so as to inspire, motivate and enlighten the student community.

Many of the alumni now are established entrepreneurs, businessmen and employers offering job opportunities to vast number of job seekers. The members of Alumni Association belong to a variety of domains- social, administrative, academic, corporate, governmental, legal, medical, engineering and several more. It has been a matter of joy and fulfillment that the alumni introduce the members of their family during the Alumni Meet, and it is a tradition that continues. Catalyst in inciting the institution's development, the community of the alumni shares their practical experiences. They offer constructive, practical and productive ideas. The administrative body of the college values these inputs, analyses and continues to put in its efforts in incorporating them. Standing out and standing tall, the college strictly follows the policy 'NO DONATION, NO CAPITATION' ever since its inception. Thus as the noble outcome of the unique policy, the long list of the alumni from such a vast expanse of fields speaks for itself. It is also noteworthy that the Secretary, the Principal, several Heads of the Departments and Faculty members (Teaching Non- Teaching) of the college are proud members of the Alumni Association, even as they continue to work towards the growth of their alma matar.

5.4.2 – No. of enrolled Alumni:

850

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1 ALUMNI MEETING

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)

Decentralization practices: It reflects the policy decision making, planning and administration, and office management. The Institutions enhance the quality at various levels - Management, College Development Committee, Principal, IQAC Committee, various Committees, Academic Staff Welfare, Administrative and Non-teaching Staff, NCC and NSS. All the stakeholders involve in the decentralization and participative management.

- 1. Management** The management provides substantial autonomy to the Institutions in all area of decision making process. Book bank Scheme, Scholarships and Staff welfare are some of the examples of decentralization and participative management activities of the management.
- 2. Administration** The College administration ensures smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.
- 3. Departments** The Primary role of the department is to provide the academic excellence in all activities. It also contributes to the extracurricular events, discipline management, students mentoring and coordinating with IQAC.
- 4. Faculty Members** The faculties are creating a conducive atmosphere in the institution for qualitative teaching learning process and perform their duties constructively. The teaching staff plays a key role in arranging seminars, conferences and workshop. They impart moral and ethical values in the minds of students to create ethically fair community in the society.
- 5. Non Teaching Staff** They take active part in institutional development activities such as infrastructure maintenance, green campus initiative, internal and external audit process, payroll and related registers to meet and accomplish operational and strategic objectives.

Participative Management: Delegating power, motivating teams and fostering collaboration are the different axes of the participative management. Joy of

Giving and SEED are the two major illustrations for participative leadership of the institution. SEED - "Student Empowerment for Entrepreneurship Development"

The SEED continues to uplift, create and provide opportunities for the deserving students as a part of their learning process. The major initiatives of SEED are Campus Start-ups: An important motivational effort of the college so as to nourish students holistically, through SEED, the latest start-up initiative, sets in a series of projects to promote development. Ksheera Sagar and Pustak Bharti are continued. AMJC-ian BAZAAR: This business-experience along with the pride of generating income and a sense of self-SEED has plans to partner with NEN, CII YI and Enactus to introduce the students of entrepreneurship. JOY OF GIVING The college has celebrated its 4th "Joy of Giving" on Saturday, the 14th December 2019 in its campus. Twenty Children belonging to various age groups from "GLADDEN CHILDREN HOME" kovilambakkam, chennai arrived in a van arranged for them. The Kids were entertained with games, Songs and Dance. After a Jolly round of playtime, all the kids were given gifts which included, notebooks, stationery, Wrist Watches, Toys, Dresses and Footwear. The management also gifted them with Sony Bravia Television, Wet Grinder, Inverter, and provisions for one month. The House keeping and security personnel of the college were also invited for the celebration and were given gifts. The Children were also provided with sumptuous dinner and they went, spreading the joy of giving in everyones heart.

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
Industry Interaction / Collaboration	<p>a. TCS Affirmative Action- Free Employability training for 350 final year UG students from various disciplines organised by Tata Consultancy Services Limited. b. BSNL-Free Skill Development Program for 395 UG students organised by Bharath Sanchar Nigam Limited. c. Soft Skill Development (Placement Training program) by ACADAMIS INDIA benefitting 1500 enrolled students. d. The Undergraduate and PostGraduate students of Commerce (CS, MM, ISM and General), Visual Communication and PG students of Maths, Physics, Chemistry and Economics underwent institutional training with leading corporate organisations namely TTK Health Care Ltd., TN Newsprint and Papers Ltd., Madras Fertilizers Ltd., Royal Enfield, TN Generation and Distribution Corporation Ltd., MM Forgings, Vijaya Garments Ltd., Motherson Sumi System Ltd., etc.,</p>
Admission of Students	<p>a. Issue of Application forms to the U courses in online and offline mode within ten days of declaration of Higher secondary results. b. Establishment of cut off marks and</p>

percentage in core subjects required for respective programs/discipline. c. Sending Intimation letters to the students qualifying the requisite criteria. d. Giving awareness to the students about the courses offered, CBCS credits and advantages of the programs offered. e. Allotment of seats after personal interview with Principal/Dean and HoD/Coordinators. Roll numbers are also assigned along with the sections. f. Commencement of UG programs with formal orientation at college Auditorium.

Human Resource Management

a. Recruitment of well qualified faculty members in all departments. b. Provision of ESI and PF facility for the welfare of staff members. c. Women empowerment programmes (SMART GIRL) is carried out. d. Establishment of EDP Cell called "SEED "for developing entrepreneurial skills of students. e. Parent-Teacher meeting is conducted at the department level, every semester.

Library, ICT and Physical Infrastructure / Instrumentation

a. Computer Labs are equipped with internet facility to meet the research demands of faculty members. b. Library is well expanded with e- resources and new arrivals of journals/ books/ magazines. c. E- journals are subscribed for the welfare of the students and staff.

Research and Development

a. National level and International level conferences are conducted. b. Faculty Development Programmes are conducted on research development topics. c. Periodical guest lectures are conducted by the respective departments inviting experts from Industry and entrepreneurs in various fields. d. Publication of research articles in reputed journals, presentation of papers and publication of books by faculty members.

Examination and Evaluation

Following the norms of University of Madras the college is performing the below mentioned examination related activities. a. Conducting Internal Tests at periodical intervals. (Weightage 5 Marks) b. Seminars by students in respective classes. (Weightage 5 Marks) c. Individual Assignments to all students carrying weightage of 5 Marks. d. Conducting Model exams at the end of every semester like semester exam pattern. (Weightage 10 Marks) d.

	Preparation of Statement of Continuous Internal Assessment (25 Marks) comprising of attendance, seminars, test and model exam marks.
Teaching and Learning	a. Use of ICT in teaching learning process. b. Faculty and students are encouraged to use LCD projectors and e-resources in the teaching learning process. c. Motivating faculty members to pursue Ph.D programmes. d. Research room is established for students pursuing M.Phil/Ph.D.
Curriculum Development	a. Introduction of new UG and PG programmes. b. Systematic collection of online feedback from stakeholders.

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

E-governance area	Details
Administration	For Administration purpose the college has installed EASY 3.0 Software supplied by Educational Automation Software Pvt Ltd, Adyar, Chennai-20, phone:044-48536753, 93800052 07,9087712133,E-mail:easysoftin@gmail.com. It was installed during the year 2014.
Finance and Accounts	To facilitate the functions of finance and accounts the institution has installed Tally ERP Software package supplied by KPM Computers, Chrompet, Chennai-600044 during the academic year 2014-15.
Student Admission and Support	For effective student admission and support activities the organisation has implemented EASY3.0 software supplied by Educational Automation Software Pvt Ltd, Adyar, Chennai-20, phone:044-48536753, 93800052 07,9087712133,E-mail:easysoftin@gmail.com. It was installed during the year 2014.
Examination	Being an affiliated college to the University of Madras, the following activities are performed with respect to examinations using the portal of the university. a. Downloading of Eternal Examination Hall Tickets at the end of every semester and intimation of missed out list to the university in due time. b. Entering of Continuous Internal Assessment Marks (CIA) in the said portal based on the documents received from the respective departments authenticated by Principal. c. Evaluation of answer scripts are

undertaken by the Central Valuation Camp of University of Madras consisting of teaching staff from various affiliated colleges. d. Following the COVID-19 pandemic, the university has instructed the teaching staff of respective colleges to evaluate the answer scripts at their college premises and enter the external marks in the said portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nill
No file uploaded.				

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)
2019	National Seminar on Intellectu al Property Rights	Nill	10/10/2019	10/10/2019	352	Nill
2020	Workshop on Research M ethodology by Department of English	Nill	26/02/2020	26/02/2020	121	Nill
2020	Online Webinar on Emerging Avenues in HEIs-A Holistic Approach	Nill	27/05/2020	27/05/2020	1166	Nill
No file uploaded.						

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	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
Orientation	7	16/10/2019	05/11/2019	21
Refresher Course	2	Nil	Nil	120
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
71	71	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Encashment of Leave is available for all the staff members. • The teaching staff members benefit from being members of the Thrift and credit society. • The staff members in Shift-I are paid Advance salary till they receive the official approval from the University of Madras. • The women faculty members of Shift-I avail the benefits of Maternity leave as prescribed by the government. • Women faculty members of Shift-II avail Maternity leave benefits with 3 months' salary for a period of 6 months. • Day care centre is provided for the wards of the staff members. • Loan facility is offered to the Shift-II faculty members. • Bonus / Ex-gratia is provided to the Teaching and Non-teaching Staff members. • The Shift-II faculty members are provided with EPF/ESI/Labour Fund/Health Fund facility. • Health center. 	<ul style="list-style-type: none"> • Free Education Scheme is implemented for the wards of all staff members. • Fee concession in Food and Hostel facilities are available for deserving and needy staff members. • Festival advance is provided to all staff members. • The administrative and support staff members are given bonus as an incentive measure. • Financial aid is provided to educate the wards of support staff members. • Loan facilities are available to all staff members. • The wards of the administrative and support staff members are given admissions, scholarships and fee concession. • Refreshment is provided to the administrative staff during the working hours. • Health center 	<ol style="list-style-type: none"> 1. Management Scholarship for deserving students 2. Free distribution of text books under Book Bank Scheme. 3. Health Center 4. Cash prizes for university rank holders

6.4 – Financial Management and Resource Mobilization

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

For auditing the books of accounts and reporting the outcome for managerial

decision making, the institution has an effective internal and external audit mechanism. The college has its own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external Institute each year. To examine the day-to-day account transactions of the college and reports the audit findings to the Management on periodic basis, qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year and looks after daily opening balance, receipts (fee collections), payment vouchers and collections. These payment vouchers and receipts are recorded in cash book and is brought to external audit wing. The Internal Auditor prepares Audit Note Book and Query notes for effective verification of records. The above documents are also updated at external audit office. To strengthen this process, purchase invoice bills, Annual maintenance bills, verification of quotations and proposals are done and submitted to higher authority for the approval of payment. After verifying stock entries by the Internal Auditor and also after the approval of the authorized authority the accounts of the respective vendors are settled. To maintain the accuracy and appropriateness of the financial transactions for the smooth functioning of the College, such regular audits focus in containing the weaknesses of the existing financial system, fraud or abuse if any. The internal audit system also paves the way for error-free maintenance of the College accounts and facilitates effective conduct of external audit. The external audit is also undertaken on quarterly basis in the Administrative Office to examine the financial records and statements of the College to verify the fair scrutiny of financial documents. The external audit examines the necessary bills, the collection receipts, vouchers, bank statement entries, routine journal and contra entries, TDS recovery details, salary and salary deduction details, etc., In addition, verification is also done for the PF and ESI submissions, review of the credit of the fixed deposit interest, necessary Challan generations, TDS calculations, etc. The accounts staff prepare and submit the Final Accounts and the Statement of Income for the external audit which is finalized and approved after filing of Income Tax returns. All the opinions, comments and suggestions provided during external audit process are duly considered by the Management for the effective and efficient functioning of the financial administration in the forthcoming financial years. So far there have been no major findings / objections. Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal external financial audit system.

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	Nil	Nil
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6.4.3 – Total corpus fund generated

15000000

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	No	Nil	Yes	Secretary/Principal
Administrative	No	Nil	Yes	Secretary/Principal

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

Parent-Teacher meeting are conducted periodically at department level and remedial classes are arranged for slow learners.

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

Literacy Program for house keeping staff.

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

1. Introduction of B.A.Tamil and B.A. Defence and Strategic studies and M.Sc. Mathematics in Shift-II. 2. Use of ICT in teaching learning process. 3. Research room is established for students pursuing M.Phil/ Ph.D. 4. Publication of research articles in reputed journals, presentation of papers and publication of books by faculty members. 5. E- journals are subscribed for the welfare of the students staff 6. Career guidance and placement support are extended for all students. 7. TCS Placement training programme for SC/ST/MBC, economically and socially backward students are conducted regularly.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Orientation programme for the first year students.	24/06/2019	24/06/2019	24/06/2019	3261

[View File](#)

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
Smart Girl Programme	07/08/2019	08/08/2019	150	2
Arts and Crafts Workshop	20/09/2019	20/09/2019	150	0
Smart Girl	24/09/2019	25/09/2019	160	0

Training Programme				
Self Defense Programme for Girls	06/12/2019	06/12/2019	120	0
Health and Wellness Camp for Women	09/01/2020	10/01/2020	300	0
Health and Wellness Camp for Women	23/01/2020	24/01/2020	200	0
Bharatheeya Samskara Ganam	24/01/2020	24/01/2020	600	0
Smart Girl Training Programme	24/02/2020	25/02/2020	300	0
International Women's Day Celebrations	06/03/2020	06/03/2020	900	5

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

The Institution has a solar panel as part of its alternate energy initiative. During the period of 2019-20, the total Energy use from Tamil Nadu Electricity Board is 349402.8 Units. Energy used from the solar panels is 13788.9 units. So the percentage of Energy use from Alternate Energy Source is 3.8.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	Yes	100
Ramp/Rails	Yes	5
Rest Rooms	Yes	15
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nil	12/08/2019	5	LETS WALK ON HILLS	Environmental Degradation	31
2019	2	Nil	15/08/2019	5	ANBINAM - COMMUNITY SERVICE (Community Care	97

					Orphanage Visit)		
2019	3	Nill	04/09/2020	6	DEEKSHA - COMMUNITY SERVICE (Old Age Home and Orphanage Visit)	Community Care	57
2019	4	Nill	10/09/2019	4	VAAZHKAI VAAZHVADH ARKE - Suicide Awareness Street Play	Community Care	75
2019	5	Nill	25/12/2019	6	SHRUTHI Cancer Institute Visit	Community Care	61
2019	Nill	1	16/10/2019	5	VISIL-BACK 2 SCHOOL	Community Care	75
2020	Nill	2	17/02/2020	6	Leprosy Awareness Program	Community Service	204
2020	Nill	3	24/04/2020	5	CORONA AWARENESS	Community Service	111
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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)
College Students Handbook Shift I and Shift II	17/06/2019	The institution abides to the code of conduct prescribed by the Government Laws, UGC and University of Madras Guidelines. The Code of contact is exclusively given in the College website (http://www.amjaincollege.edu.in/about-us/code-of-conduct). In this the code of conduct for the Principal, Code of Conduct for Teacher and other Persons Employed in a College, Code of Conduct and Professional Ethics for Teaching Staff in the

Colleges, Guidelines for Teaching Non-Teaching Staff - issued by the Management, Duties and Responsibilities of Heads of Departments, Code of Conduct for Students, The Code of Conduct for Students are also printed in the Student's Handbook.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
PLEDGE ON SWACHHTA PAKWARA	09/08/2019	09/08/2019	400
INDEPENDENCE DAY CELEBRATION	15/08/2019	15/08/2019	200
TEACHER'S DAY CELEBRATIONS	05/09/2019	05/09/2019	200
150TH BIRTH ANNIVERSARY OF MAHATMA GANDHIJI	02/10/2019	02/10/2019	200
DR.A.P.J ABDUL KALAM BIRTH ANNIVERSARY PAYING FLORAL TRIBUTE	15/10/2019	15/10/2019	200
REPUBLIC DAY CELEBRATION	26/01/2020	26/01/2020	102
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Solar Energy Usage and LED usage The College makes use of a Solar Energy unit as an alternative energy resource. The ladies hostel makes use of a solar water heater and the College has taken steps to replace conventional light bulbs to LED-bulbs as part of Green Initiatives. 2. Plastic free campus and Paperless office: The campus is declared as a plastic-free area. Use of plastic bags and cups (below 50micron) are prohibited inside the campus. In the canteens stainless steel plates and cups are encouraged. Measures are taken to spread the awareness about the hazards of plastic. The College has taken steps towards making the office a paperless one. 3. Rain water harvesting The College has rainwater harvesting facilities within the main building as well as the campus area near the Gyan Bhavan building. 4. Green landscaping with trees and plants: More than 50 of total area is covered with trees and lawns. The Garden and lawns are maintained by the Estate Department under vigilant supervision. As a part of the Green initiatives, the students were encouraged to go in for organic farming and as a pilot project this was carried out within the college campus. 5. Public Transport Awareness: A large portion of the students and faculty members use public transportation for commutation. The campus is well connected with local rail service and public bus service. The campus has wide, well-maintained precast concrete block pavement roads. Parking areas are provided and marked. 6. Waste Management: The Institution has eco-friendly methods of waste management. a) Solid Waste management: The College disposes the solid waste generated in the campus, in a planned and systematic manner

with the help of a private agency and the Corporation of Chennai. The waste generated is segregated as biodegradable and non-biodegradable. The pit is of 12 feet deep and of 5 feet radius. The rest of the biodegradable waste and non-biodegradable waste are collected in dustbins and hand over to the Corporation's trash management system. The College treats human solid waste in two different ways. One is by using the septic tanks and the second one is by using the Corporation's drainage system. The College has 3 septic tanks within the campus. b) Liquid Waste management: The College has adopted recycling techniques to partially manage the liquid waste. The College has six RO water treatment plants for drinking purpose. Every one part of RO water purified three parts of untreated water is being produced as waste. This waste water (approx.45,000 lts per a day) is recycled and used in toilets and garden. c) E-waste management: The E-wastes which are available in the campus like keyboards, monitors, hard drives, cables, printers IC'S, PCB etc., are managed in carefully planned ways: E-waste generated is utilized as study materials for the students in the computer lab under the supervision of faculty members. The condemned batteries and damaged computers and other e-waste material

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Scholarships: Scholarships are awarded to the economically weaker section of the students. As per the vision of the College, economically weaker section of the students are provided with scholarships. This helps these students to concentrate on studies rather than availing a part-time job for economical support. 2. Padma Shri. Mohanmullji Chordia Book Bank Scheme: Emancipation through knowledge is the guiding principle of the College. The comprehensive book bank scheme is introduced to cater deserving students' urge for quality education. Quality text books are unaffordable for some students. Such students are identified and are made part of the Book Bank Scheme. Padma Shri. Mohanmullji Chordia Book Bank Scheme is in operation since 2012-13 Academic year. Deserving students are given books for all the subjects of the semester. Books given under the scheme can be used by the students during that particular semester, and they return the books to the library at the end of the semester. 3. SEED CELL: Aiming at promoting entrepreneurial skills among the students in the college, an initiative called 'Students Empowerment and Entrepreneurship Development cell' (SEED CELL) has being created. It aims to give students hands-on experience in entrepreneurship. Two initiatives Ksheera Sagar (Aavin parlour) and Pustak Bharathi (Stationary Shop) are run by the students. The management has provided sufficient infrastructure facilities and capital for the initiatives. As part of SEED initiatives, to make the students understand and experience the entrepreneurial possibilities, a programme called 'AMJCIan BAAZAR' is instituted. Infrastructure (space, power and furniture) have been provided free of cost for the students to put up their stalls inside the campus. 4. SMART GIRL: As a part of women empowerment programme, the college has initiated a programme called 'SMART GIRL', to impart training among girl students to build self-confidence and self-esteem. Faculty members have got hands on training at the 'Smart Girl' workshop to conduct the programme. 5. JOY OF GIVING: As a part of social commitment, the College has initiated a program called 'JOY OF GIVING'. Inmates of an orphanage were invited to the college and were provided with educational aids. They spent the whole day in the college campus. Fun games and other events were organised. 6. ICT Academy Membership: The college is a member of ICT Academy which is a joint venture under State-Centre and private partnership (public-private partnership). This academy arranges Seminars and Faculty training workshops and Students training workshops. 7. TCS Training: The corporate Giant TCS under its CSR programme provides training for the final year students at the end of which the selected students are absorbed by TCS. The College is one of the first Colleges to

receive this programme in the city of Chennai, 2018-19 being the ninth successive academic year. 8. Creche Facility: The College has started crèche facility for the young children of the Teaching and Non-Teaching staff members as a part of Employee welfare measures.

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

<http://www.amjaincollege.edu.in/>

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

Rooted in its core value, guided by its vision, the college caters to the socially and economically underprivileged people. Being a Jain minority College and in line with the Jain philosophy, 'Parasparopagraho Jivanam' - 'The function of the soul is to help one another', the College has for motto, 'Sa Vidhya Ya Vimuktaya' - 'Knowledge leads to Liberation', an optimal blend of spirituality and education. Established in 1952 to serve the needy, exclusively in the field of higher education, at a time when it was out of bounds for the underprivileged, the founders envisaged the fruition of the objective: the Vision of the College was set thus - 'To be a disseminator of quality multi-disciplinary higher education that is affordable among all learners in general and among Jain students in particular.' - the institutional distinctiveness, by propagating education irrespective of caste, creed or social standing. With the steadily growing number of students and shifting to its own campus of a massive forty-two acres in Meenambakkam. The College deputed a teaching faculty member every year exclusively to oversee the distribution of the official forms of the bus pass and railways pass, made available to them at concessional rates by the Government. A veritable boon to the less-affluent, Padmashri. Mohanmullji Chordia Book Bank Scheme continues to serve since several decades. The hostel facility was introduced with all necessary infrastructure for a safe and comfortable accommodation for the needy students at a nominal cost. In the academic year 2003-2004, the College opened its doors to the girl students. A common room exclusively for the girls, Women Students Welfare Committee, Grievance Redressal Cell - Counselling and Guidance (girls), a separate hostel for girl students are some of the timely efforts that were promptly taken. New Degree programmes are periodically incorporated to stay abreast with the changing needs of the society. As the prime policy of the College's Management, 'No Donation' and 'No Capitation Fee', students from every walk of life enrol themselves to the Degree programmes. The poor economic background not being deterrent in the academic accomplishment, large number of the College's past students have reached the pinnacle of the social strata - from being supreme court advocates, to IAS officers, to social scientists, to entrepreneurs. An exploration of the economic background of the students enrolled over the years is an eye-opener to the College's distinctiveness. Majority of the students hail from socially and economically backward families, most of them the first-generation learners. The students irrespective of their economic background, as in every case, are given training in carrier guidance and also benefit from an active placement cell. Thus adhering to the Jain values are the distinctive features of the College: The science streams of Botany and Zoology require the dissection process and hence, the college has abstained from including such programmes. The college campus is totally and strictly vegetarian. All sectors-canteens, Hostels, Class rooms, Staff rooms, Common room, Mess, Departments and Garden areas- follow this rule in toto, as a true Jain establishment.

Provide the weblink of the institution

<http://www.amjaincollege.edu.in/>

8.Future Plans of Actions for Next Academic Year

Proposal to spread awareness about the COVID-19 pandemic. Proposal to enhance the College Website to the new standards. Proposal to have training programmes to the faculty for conducting online classes. Proposal to increase facilities to conduct classes, seminars and examinations in the online mode. Proposal to have online evaluations for internal mark. Proposal to begin new courses. Proposal to improve the ICT and Smart Class Room facilities in the institution. Aim to improve the academic efficiency of the students. Conduct seminars, workshops to enhance the academic quality of both faculty and students. Initiatives to improve the research atmosphere in the Institution. To increase the number of classrooms. To conduct gender equity programmes.