



YEARLY STATUS REPORT - 2022-2023

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 its own campus? **Yes**
- Phone no./Alternate phone no. **04422246705**
- Mobile no **+919840040922**
- Registered e-mail **info@amjaincollege.edu.in**
- Alternate e-mail **management@amjaincollege.edu.in**
- Address **Meenambakkam**
- City/Town **Chennai**
- State/UT **Tamil Nadu**
- Pin Code **600061**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **UNIVERSITY OF MADRAS**
- Name of the IQAC Coordinator **Dr. V.S. MURALI**
- Phone No. **04422246705**
- Alternate phone No.
- Mobile **09444062359**
- IQAC e-mail address **iqac@amjaincollege.edu.in**
- Alternate Email address **management@amjaincollege.edu.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.amjaincollege.edu.in/wp-content/uploads/2024/03/2021-2022.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://amjaincollege.edu.in/amjc%20files%20upload%20open/S1%20-%20Academic%20Calendar%202022-23%20_compressed.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.73	2006	17/10/2006	16/10/2011
Cycle 2	B	2.54	2014	21/02/2014	20/02/2019
Cycle 3	B	2.31	2019	09/08/2019	08/08/2024

6. Date of Establishment of IQAC

10/08/2006

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 10

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Steps to introduce Outcome Based Education by organising 2 days workshop was made. 2. External Academic audit was performed in the month of April 2023 3. NPTEL e-awareness workshop was organised. 4. Establishment of Fully Automated Central Library 5. Introduction of Research Incentive for the staff members to bring about quality publications.

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

Plan of Action	Achievements/Outcomes
To encourage faculty members to involve themselves in Research Work-publication of articles in UGC Care Journals, attending seminars etc	There has been an increase in the number of articles published by the faculty members and also the participation in seminars for paper presentation has also increased
To take steps for upgrading the PG departments as Research Departments	The Management gave permission for upgrading Mathematics Department into a research department by obtaining recognition to conduct Ph.D. Programme for both full-time and part-time research scholars
To take necessary steps to upgrade UG departments to PG departments	The management has taken initiatives to upgrade Couple of U.G. departments in Shift II
To encourage departments to hold seminars and conferences	A number of departments have organised seminars and conferences in the Institution.
To introduce ERP for better planning and documentation	ERP implemented

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Council	06/01/2024

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
College Council	06/01/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	17/03/2022
15.Multidisciplinary / interdisciplinary	
1. The University curriculum is based on including other	

core subjects as elective subjects in main course of study.

2. This being the pattern followed by University syllabi in all the courses, the approach in all the years of study is interdisciplinary

To give few examples.

Mathematics students study Physics, Chemistry, and Computer Science

Philosophy students study History and Psychology

Psychology students study Human Relations, Philosophy and Ethics

Commerce students study Economics

Corporate Secretaryship students study Statistics

English Literature students likewise study Entrepreneurship.

16.Academic bank of credits (ABC):

This institution has been following semester pattern - Choice Based Credit System (CBCS) - of the University of Madras, ABC is not followed.

Despite this if a student wishes to study in our college for the II and III years, they can transfer the I year credits obtained in previously studied Institution and continue studies in II or III year, as the case may be, after procuring the necessary approval from the University of Madras We regularly admit students from other Institutions in the II and III year, in our college.

17.Skill development:

1. Tally course as skill development Programme was organised in the college.

2. Various extra-curricular organisations (such as NSS, NCC, and Rotaract club) organised programmes for motivation and other soft skill programmes to develop students' skills and overall development

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

1. Teaching through multi-lingual mode is already done based on the curriculum and requirement. Added to this, students who have not studied Tamil are taught fundamentals of Tamil language at two levels, based on their level of knowledge in the language, as "Basic Tamil" and "Advanced Tamil".

2. At present, courses are offered as per the University of Madras curriculum.

3. In certain courses Yoga is taught as a major core paper.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Institution being a Non-Autonomous Institution, follows the curriculum prescribed by the University, which is framed with a focus on OBE. Towards enriching the knowledge of the faculty members a recommendation has been given for organising workshop on Outcome Based Education.

20.Distance education/online education:

The college offers regular courses through offline mode. However, during the lockdown period (Till December 2021) the faculty members handled the courses in online mode through various platforms to teach the students. During the Post-Pandemic period various faculty members resort to online teaching methodology for special classes, tutorials, assessments etc. Webinars were conducted both in online as well as offline mode based on the situations demand. Some of the Research Candidates received Ph.D Degree after facing Public Viva-Voce Examination through Online mode. In the Even Semester when colleges were re-opened, to students/ research scholars the blended mode of both offline and online were used by the faculty members. Staff members attended the Refresher and other courses conducted by various Human Resources Development Cell (under the Ministry of Human Resources and Development) through online mode as well as through offline mode.

Extended Profile**1.Programme**

1.1

867

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	View File	
2.Student		
2.1 Number of students during the year		8653
File Description		Documents
Institutional Data in Prescribed Format	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		1351
File Description		Documents
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		2342
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		320
File Description		Documents
Data Template	View File	
3.2 Number of sanctioned posts during the year		18

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	140
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2949.37
4.3 Total number of computers on campus for academic purposes	416

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution follows the curriculum prescribed by the University of Madras and ensures effective curriculum delivery through a systematic and well-planned curriculum delivery beginning with preparing and disseminating the academic calendar. As part of the course delivery plan, at the beginning of the semester, every department prepares the workload, obtains the subject allocation preference from their faculty based on which the master time table is prepared along with class time table and faculty time table. Student centric teaching learning methods like seminars, group discussions, storytelling, peer learning, self-learning, assignments, case studies, projects, surveys, quiz, and other innovative teaching methods are adopted by the faculty. A blend of traditional teaching and learning methods with modern technologies such as Google Classroom, Kahoot, MOOC, SWAYAM-NPTEL, Online quizzes etc. engages the students in self-learning and applied learning. Although project components embedded in specific courses give leverage to the students for curricular and holistic development, to further enhance the employability skills and progression of all the students, cross-discipline exposures through experiential learning, value added courses, certificate programs, field visits, internship programs etc. are provided. Orientation Program is conducted for first-year students to

familiarize them with the college environment and amenities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

IQAC prepares the academic calendar of the College in line with the calendar of the affiliating University, which schedules the Continuous Internal Assessments. The schedule of academic planning for curriculum delivery, examinations and all other activities for the academic year are disseminated to the stakeholders through the calendar which is made available on the website. The institution has derived an Examination policy adopted based on the guidelines prescribed by the affiliating University for standardized and effective conduct of Internal and External Examination and grievance redressal. Two Continuous Internal Assessments (CIA) and one Model Examination are conducted as scheduled in the academic calendar. The academic calendar is circulated to all staff and students at the beginning of the academic year. The CIAs cover one third of the course syllabi and the model exam covers the entire syllabus. Seminar and assignment components of the Internal Evaluation are conducted and graded at the faculty level and the attendance component is graded as per university guidelines. Time table for the internal evaluation is displayed at the college website and on notice boards. The process of internal evaluation as well as its purpose is explained clearly to the first-year students during the orientation programme.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

A. All of the above

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

40

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

59

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The Institution follows the curriculum prescribed by the University and integrates various socially relevant cross-cutting across all programs. As part of the Value education course in the III year, the students learn about human values, issues related to equal rights, human dignity, freedom, universal values, and constitutional values.

Nearly 50 courses offered across all the programmes impart knowledge on Professional Ethics and Human Values. Environmental Science is a mandatory course in the II year of all undergraduate programs that motivates the students to understand climate change better and look for alternatives.

It is mandatory for students to register in any one of the student clubs and participate in the numerous club activities which brings in positive differences in shaping them into holistic individuals. The College celebrates and observes days of national and international importance.

All student representative positions from class to students' council have equal reservation for both boys and girls. The Institution makes concerted efforts to create a friendly environment free from gender discrimination through mutual respect.

To instill human values among the students and make them understand their moral social responsibility Programs like Personality Development, Food Donation - Samarakshana and Cloth Donation - Aadai Dhanam etc. are conducted.

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

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

60

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

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

3713

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

from the following stakeholders Students
Teachers Employers Alumni

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

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3164

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

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

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

1323

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution continuously monitors the educational levels of its learners and has effective measures to help students improve their performance.

Students are split into two categories: bloomers and advanced learners based on their previous semester performance and in the case of newly admitted students it is based on their standard XII scores.

Special attention is provided to slow learners by supporting them with bilingual teaching, peer learning and providing simplified notes and extensive question bank. They are provided with extra assignments and attention by the faculty to prepare for the university examination. Students are provided with remedial tests to improve the internal assessment marks.

Advanced learners are encouraged to participate in seminars and broaden their horizons through various extracurricular and co-curricular activities inside and outside the campus. They are also encouraged to visit, other higher educational institutions, research institutes and industries pertaining to their subject areas to gain domain specific exposure.

In addition to this at the beginning of each semester the department conducts bridge courses to ensure that the students gain adequate prerequisite knowledge for the courses of the semester.

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

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

Number of Students	Number of Teachers
8632	320

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution enriches the teaching-learning experience of its students by engaging them in student-centric methods, thereby nurturing within them deeper understanding, critical thinking, and real-world skills. The below student centric methods are adopted as part of the curriculum delivery:

- Experiential learning to encourage students to actively engage with concepts and applying them in real-life situations.
- Hands-on activities and experiments conducted by the School of Science.
- Internship, Industrial and Field visits conducted by the Schools of Science, Arts and Commerce.
- Research projects are mandatory as per curriculum for the UG Departments of Marketing Management and Business Administration, and the PG Departments of Commerce and Corporate Secretaryship, apart from the mandatory Environmental Studies project done by all the II-year students.
- The students of Visual Communication actively participate in photo and video coverage of college events.
- Participative learning to encourage active discussions, group activities, and peer interactions.
- Group Discussions - Students share their perspectives, leading to richer discussions and exposure to various

viewpoints, shaping the direction of learning.

- Green Practices - Students are highly encouraged to advocate for Climate Action Change by participating in numerous events and seminars.
- Role-plays on critical concepts for better understanding.
- Value-added courses and NPTEL courses.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Faculty in the college follow ICT enabled teaching in addition to the traditional classroom teaching. In addition to the chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as MS office, Jam Board, and White Board and other online sources like Kahoot, Google classroom, MOOC etc. to expose the students for advanced knowledge and participative learning. Every department is provided with ICT enabled classrooms to provide a more wholesome teaching learning experience.

The online learning environments are designed to train students in an open problem-solving activity.

Google classroom is used for posting course related information-learning material, quizzes, lab submissions and evaluations, assignments, and tests.

PowerPoint Presentations are used with animations and simulations to improve the effectiveness of the teaching-learning process and notes as per the syllabus are provided to the students. This helps the slow learners for a better revision and gives scope for better understanding.

Online google forms are used to record the feedback of the

students as and when it is required.

Due to the pandemic all the above methods were followed as the teaching was mostly online during the academic year.

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

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

2.3.3.1 - Number of mentors

169

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

320

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc.

/ D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

131

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

2537

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- IQAC systematically plans and schedules the internal assessments in the college academic calendar in accordance with the schedule of external examination of the University as per their calendar
- The mechanism of examination with all related information is precisely explained in the 'Evaluation and Examination Policy.'
- The institution centrally conducts an orientation programme

for the newly admitted students and clear explanations about the process of examination are provided for both students and their parents. Further, the individual departments provide a detailed overview about the courses and mechanism of assessments, for clarity and smooth transition to collegiate education.

- Timetable and other information pertaining to the examination are sent through circulars and displayed on the notice boards well in advance, in case of any deviation from, an intimation circular is sent separately at the earliest possible time.
- Answer papers of the assessments are evaluated within five working days from the last date of the examination, if any grievances arise, they are addressed and the final mark list is prepared course wise and signed by the students, subject-in-charge, facilitator/Heads and Dean/Principal, and marks are entered in the ERP for view.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

- The examination policy prescribes the procedures and structure of resolving grievances and the escalation matrix for making the process time bound -
- Grievances on faculty before the commencement of examination like issues in teaching or syllabus not completed are addressed through class committee meetings and after the commencement like bias in evaluation, out-of-syllabus questions are addressed by department Heads/Facilitators and escalated to Principal/Dean.
- Issues like postponement or rescheduling of examination are addressed by the Principal/Dean.

- The internal assessment papers are evaluated by the faculty within five working days from the last date of completion of the examination and the answer papers are given back to the students. If any grievances arise, they are addressed immediately by the subject in-charge, if not addressed it is escalated to the class in-charge or to the department heads for resolving.

The examination committee is responsible for conducting and monitoring the students during the examination. Invigilators check the students before entering the exam hall to avoid any malpractices and insist not to use any unfair means during the examination.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The teaching learning process effectiveness can be measured through learning outcomes and in turn it can be achieved by comparing the Course Outcomes (CO). The course outcomes are communicated by individual faculty to the students in classrooms, presented in the lesson plan, course file and displayed on the departmental web page of the institutional website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.amjaincollege.edu.in/b-a-defence-strategic-studies/
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The Institution follows the syllabus as laid out by the University of Madras. The Syllabi lays out the Programme Outcomes (PO) and

Course Outcomes (CO) and are achieved through curriculum delivery and assessment mechanism. The outcomes are achieved through regular monitoring of the performance of students in the assignments, internal tests, seminars, projects, presentations, practical assessments, etc., and through end semester examination. The affiliating University provides the graduate programmes in a Credit Based Continuous Evaluation System (CBCS) which provides the Cumulative Grade Point Average (CGPA) score of the student in the end semester examination which is an important measure for the fulfillment of PSOs. Further, the students of the institution progress to higher educational institutions, employment or pursue entrepreneurship. The CO achievement is also understood from the feedback on curriculum delivery collected from the students which is analyzed by IQAC and takes steps to improve the quality of curriculum delivery and CO/PO attainment.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

2047

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://amjaincollege.edu.in/amjc%20files%20upload%20open/Students>

[%20Feedback%20Report%20\(2022-23\)_compressed.pdf](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The College has created a dynamic ecosystem comprising a Student Empowerment and Entrepreneur Development cell (SEED) and Research committee to facilitate the innovation and create/transfer of knowledge with the faculty and students.

IQAC has been constantly motivating the departments to conduct seminars, workshops, and conferences periodically, for the faculty and students to foster and update their knowledge.

The College has made 5 MoU linkages with academic and industry for the benefit of the faculty and students to become self-dependent and make students employable.

SEED Cell acting as an entrepreneurial ecosystem with the motto "Be an employer not employee." This Cell has continuously organized programs/events to motivate and inculcate the innovation ideas/knowledge of the budding student entrepreneurs. The AMJCIAN BAZAAR was conducted with 5000 visitors and 75 student stalls of different categories for understanding the market dynamics to promote their products and showcase their talent to run a business. An Ice cream parlor was opened by the students in the campus for real life business exposure. The SEED cell has co-hosted the mega entrepreneurship awareness programme under central government Self Reliant Bharat Mission to make India independent, self-reliant, and economic superpower by 2030.

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

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

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

19

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

46

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

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

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

56

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

3.4 - Extension Activities

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

The institution has consistently demonstrated its commitment to sensitizing students to various social issues and fostering their holistic development through a wide range of extension activities. These activities have been organized by the departments as well as the student clubs/committees like NSS, NCC, Karuna Club, Rotaract Club, Citizen Consumer Club, Red Ribbon Club, Youth Red Cross and others. The institution has conducted 78 extension activities on 21 social issues which imparted knowledge, created impact and a sense of responsibility among 100% of the student population and the entire College community during the year. The various social issues focused were addressing the social situation in line with the national and international areas of interest, particularly the UN Sustainable Development Goals like Poverty, Humanity and Compassion; Education, Climate Change, Sustainability, Securing Eco-system, Cleanliness; Women and Child abuse; Child care; Crime, corruption and Social Justice; Security and Transparency; Sensibility, integrity and Social Responsibility; Health, Hygeine and Nutrition; Mental Health, Isolation and loneliness; Digital Literacy, Youth apathetic and Cognitive issues, Drug abuse and

Child trafficking.

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

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

15

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

89

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

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

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

11163

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

3.5 - Collaboration

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

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

0

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

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

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution is Eco-friendly and Green Campus spanning around 1,60,579,263 square meters located in Chennai. The institution has adequate infrastructure and physical facilities as listed below:

Classrooms: The campus boasts a total of 140 classrooms, out of which 18 have been upgraded with modern LCD facilities. 3 Seminar Halls with ICT enabled facilities, 1 Conference Hall and 1 Auditorium with the ICT enabled facilities were utilized for various activities. The Organization has the mail-ID domain as "amjaincollege.edu.in" Computer lab with 421 computers with high speed internet facility, uninterrupted power supply and connected with the printers. Annexe Seminar Hall with a seating capacity of 120.

Shri. Parasmal Chordia Seminar Hall: It is located in the Mainblock. There are LCD Screen, Audio Systems, Projector facilities with the seating capacity of 150. PARASMAL CHORDIA SEMINAR HALL

The Conference Hall : Utilized Academic and Administrative meetings with an occupying capacity of 40. A Mini clinic facility to serve the students with health issues inside campus. The campus has ramp facilities in all buildings, 6 wheelchairs, and 2 lift facilities to support physically challenged students. The institution offers accommodation facilities for both 136 male and 48 students. CONFERENCE HALL

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

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

Shri. Mohanmull Chordia Indoor stadium encourages student participation more in the sports activities. It houses multi-court facilities such as 01 Basketball Court, 02 Badminton Courts and 01 Volleyball Court. This Indoor Stadium is utilized for conducting various events with the ICT enabled facilities for Live Telecast in social media. Three major playgrounds namely A, B & C were maintained for utilization of all the students.

INDOOR STADIUM

Playgrounds : Three major playgrounds namely A, B, & C were maintained. Separate grounds for playing Cricket, Football and Volleyball games. Playground A is used for conducting SARDAR Intra/Inter-Collegiate Culturals Programme each year. The students can showcase their talents. Stalls are managed by the students for motivating their Entrepreneurial Skills. It is named as Anandavan in Main Block first floor practicing Yoga and Meditation. Every year on 21st June, international yoga day is observed in Gyan Bhawan Auditorium and in the Indoor Stadium which is incorporated as the students centric activity.

Auditorium : Bhagwan Mahaveer Gyan Bhawan Auditorium, with seating 600 students, can be utilized for conducting the cultural activities and indoor stadium for indoor games.

GYAN BHAWAN AUDITORIUM

In summary, the institution's infrastructure and facilities create embracing technology and supporting students in their educational journey while promoting sustainability and eco-friendliness.

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

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

27

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

215,325,499.40

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of ILMS SOFTWARE

Nature of automation (fully or partially)

Version

Year of Automation

Remarks

EASY LIB

PARTIAL

3.0

2003

versions are being updated from time to time.

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

5.62

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

4

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

A total number of 421 computers are available in the computer labs. A bandwidth of 150 (MBPS/ GBPS) Capacity is being utilized in the campus. Each lab has the capacity of 60 computers and 1 lab with 52 computers in it.

The updates and maintenance of the labs are carried out on a regular basis by the Lab in-charges and by the Computer professional service companies.

Contract agreements are entered into for the hardware maintenance of the computers during the academic years to ensure an uninterrupted learning process.

Outside Vendors doing AMC for UPS and Battery Maintenance:

- Vendor Name: Quantum Power Systems

In-House Maintenance by System Administrators:

- Troubleshooting and Issue resolution, claiming warranty

- To Software renewal, installation and maintenance.

Routine updates and maintenance of the labs are carried out by lab supervisors and professional computer service companies.

Internet Leased Line (Dedicated Line from Exchange to campus)

- Hathway Connectivity: 100Mbps
- Jio Wifi Connectivity: 100 Mbps
- RailTel Wifi Connectivity: 150 Mbps

Zero Client product is a small box that serves to connect a keyboard, mouse, monitor and Ethernet connection to a remote server.

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

4.3.2 - Number of Computers

421

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

796.1138

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Policy details are clearly, implemented both manually and through the ERP system. To avail the facilities, by filling an application form in the management office with the programme schedule, seating requirements and time schedule. Chief manager recommends the booking proposal form to management committee members. After approval from the management side, information passed to the Estate Manager by mail. The above procedure is open for all and followed strictly by all the faculties.

Estate manager constantly checks the infrastructure and reports to the Chief Manager. AMC service is used for maintenance of air conditioners and computers.

External agency took care of the campus cleanings. Classrooms, corridors and rest rooms were maintained with the supporting staff. Physics laboratory and LPG connections in Chemistry laboratories were done Periodically for the benefit of the students. Computer labs maintenance done with the AMC agreement with service providers. Electronics and communication lab, Interior design lab, Travel and tourism lab were filled with the innovative models to the students topic wise.

Maintenance of library digital sources available to the students in addition to the physical facilities. A,B,C three playgrounds were rejuvenated Periodically CCTV cameras were installed in the corridor, pathway and bouncers were roaming inside the campus.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

580

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

4493

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

673

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

673

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

524

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

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

5.2.2.1 - Number of outgoing student progression to higher education

50

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

46

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

To explore the ideas, thoughts, expertise, experience and interests, the institution encourages students from every field to become leaders of the future. The institution through Students Development Council (SDC) and Students Welfare Council (SWC) with the Principal as the President, and faculty members of various departments as the Vice-Presidents provide the opportunity to eligible candidates through democratic process, elect representatives to lead them and act as a bridge between students, faculty and the Management. There are several clubs and committees which also serve the purpose of facilitating student empowerment and representation, such as NSS, NCC, the Arts and Cultural club and Women Development Cell. Awareness is created among all the students and faculty regarding the conduct of cultural programs and sports activities. Students are encouraged and permitted to participate in various cultural and sports activities. Ethics and values of life are sown in them through various social service activities organised as extension activities. Such opportunities enable a student to acquire knowledge of society and helps them to develop the leadership qualities. Thus the Institution encourages to take part in extra-curricular and co-curricular activities apart from their academic pursuit.

File Description	Documents
Paste link for additional information	https://amjaincollege.edu.in/CRITERION-5/C5/5.3.2/5.3.2 OLM Student Representation Merged.pdf
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

56

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni of the institution have been informally operational. However, the association is not registered as on date.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of

the institution

VISION

To ensure and disseminate quality higher education that is affordable to all learners in general and among Jain students.

MISSION

To combine innovation in teaching and zest for learning and usher in academic excellence in every student.

To create and sustain conducive teaching and learning ambience for realization of full potential in the teacher and taught.

To ignite and endow young minds with a deep sense of justice and fairplay, truth and non-violence, patriotism and service.

The governance of the Institution plays a significant role in the realization of the Institution's Vision and Mission which are the guiding principles that define its purpose, values, and objectives.

In this College it involves a set of processes, policies, and procedures that determines the decisions made, resources allocated, and ultimately how the institution is managed.

Thus, the Institution is accountable, transparent, and responsive to the needs of stakeholders. This includes students, faculty, staff, alumni, donors, and the wider community. The Institution achieves its goals and objectives, maintains its reputation, and remains relevant in its field by aligning the governance structure with its Vision and Mission.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership is a crucial element for the success of the Institution. One of the ways that effective leadership is visible

is through institutional practices such as decentralization and participative management. Decentralization, as is practised in the College allows distributing decision-making power and authority to lower levels of the organization. This enables quicker decision making, more effective problem solving, and increased employee engagement. Participative management in the College leads to a more inclusive and collaborative work environment where all the employees feel valued and invested in the Institution's success.

In addition to these practices, the leadership of the College ensures clear communication, sets realistic goals, and provides support and resources to employees. These elements are prioritised to create a work culture that is productive, supportive, and focused on achieving success. The College fosters such an environment where everyone's voice is heard and valued, the employees are empowered to take ownership of their work and contribute to the growth of the Institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Agurchand Manmull Jain College firmly follows a holistic approach to management, where all stakeholders are encouraged to offer valuable insights, facilitating robust decision making with wide-ranging perspectives. The Institution has transparent policies governing Examination, Discipline, Administration, Human Resources, Student Welfare, Finance, Service rules as per the provisions laid down by the Government of Tamil Nadu and University Grants Commission.

Perspective Plans

The Institution focuses its Perspective Plans for the upcoming academic years based on Quality in Higher Education. Accordingly, decision-making process and quality planning are articulated keeping in view the Vision of the Institution. The Internal Quality Assurance Cell designs a calendar of activities and the Management ensures its implementation by providing the necessary support.

The strategic/perspective plan is successfully deployed in the institutional which is critical to the long-term success of the Institution. The plan provides a roadmap for the future, outlines the goals and objectives that are necessary to achieve sustained growth and development. Careful planning, coordination, and communication across all levels of the Institution are ensured for the deployment of perspective plan.....

(PLEASE NOTE: DETAILED EXPLANATION IS PROVIDED AS ADDITIONAL INFORMATION)

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

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

The institutional bodies' effective functioning ensures that the policies and procedures are in line with the goals and objectives of the Institution and the administrative setup handles the tasks assigned to them efficiently. The appointment and service rules established by the Institutional bodies are transparent and fair for all employees. This enables recruitment and retention of the best talents in the Institution.

The College has an exclusive organisational structure in carrying out various functions. The Management of College comprises the Secretary, the Associate Secretary and the Management committee members. They are at the top of the organisational structure from where the powers are delegated.

(DETAILED EXPLANATION TO ORGANOGRAM IS UPLOADED AS ADDITIONAL INFORMATION)

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The faculty under the aided stream benefit from the Government service rules.

The College remains committed towards the welfare of its teaching and non-teaching staff. In consonance with this objective, the College takes several effective measures:

NOTE: DETAILED WELFARE MEASURES FOR TEACHING AND NON TEACHING IS PROVIDED AS ADDITIONAL INFORMATION.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

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

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

112

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

UGC guidelines are followed for career advancement scheme for the Aided Staff members.

To recognize their exceptional performance, a comprehensive range

of incentives have been developed. These incentives not only appreciate their efforts but also motivate them to continue their pursuit of academic excellence, professional development, and fostering a stimulating learning environment for the students.

Staff Academic Performance

Great value is placed on the academic performance of the staff members. In recognition of their outstanding achievements, incentives such as performance-based pay raises and bonuses are offered. By acknowledging their dedication and hard work, the staff are motivated to continuously strive for excellence in their teaching, research, and scholarly activities.

To ensure fairness and objectivity, our appraisal system employs an objective evaluation process. Staff members' performance is assessed based on measurable indicators, such as student feedback, research output, professional development activities, and contributions to the college's initiatives. This helps in eliminating bias and subjectivity, ensuring that each staff member is evaluated fairly based on their individual accomplishments and efforts

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Regular financial audits are conducted by the College. These audits ensure that the Institution's financial records are accurately maintained. All financial transactions are handled in a responsible and ethical manner. Both internal and external audits reflect the integrity of the Institution's financial systems.

Internal audits are conducted by the institution's own financial team, and any potential issues or irregularities are identified and resolved. This includes reviewing financial records, verifying that financial transactions are being properly documented, and ensures that appropriate financial controls are in place.

External audits are conducted by independent auditors hired by the Institution who provide an objective assessment of the Institution's financial systems. These audits include a review of financial statements, an assessment of the Institution's internal controls, and an evaluation of the Institution's compliance with applicable laws and regulations.

By conducting both internal and external audits on a regular basis, the Institution helps to ensure that their financial systems are functioning properly and that they follow applicable laws and regulations. This helps to build trust and confidence among stakeholders, and ensures the long-term success of the Institution.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

Rs.41,00,000

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

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

The basic structure for the smooth operation of an institution relies solely on the funds received. Funds are required for procuring the basic facilities, equipment, electronic and technological gadgets for the effective performance of the institution. A clear fund mobilization policy of an institution would further enhance its development and sustainability.

Agurchand Manmull. Jain College has set its goals and made choices through strategic planning and budgeting for mobilization of funds, within the stipulated limits set by the higher education. The following are the ways in which mobilization of funds have been implemented in the institution:

DETAILED INFORMATION ON INSTITUTIONAL STRATEGIES FOR MOBILISATION OF FUNDS AND THE OPTIMAL UTILISATION OF RESOURCES.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) is a crucial body that plays an essential role in ensuring quality assurance in the Institution. It has made significant contributions in institutionalizing quality assurance strategies and processes.

The primary objective of IQAC is to develop a quality system for conscious, consistent, and catalytic improvement in the overall performance of educational institutions.

IQAC has been instrumental in developing and implementing various quality assurance initiatives and measures, such as organizing workshops and seminars, conducting assessments, and providing feedback to the stakeholders.

IQAC has also played a significant role in ensuring compliance with regulatory requirements and accreditation standards.

One of the most significant contributions of IQAC is the development of a quality culture in the Institution.

IQAC has created awareness among faculty members, staff, and students about the importance of quality education and the need for continuous improvement.

IQAC has also encouraged the involvement of all stakeholders in the quality assurance process, resulting in the development of a

participatory culture.

IQAC has played a crucial role in institutionalizing quality assurance strategies and processes. Its contributions have resulted in the development of a quality culture, which has led to the overall improvement in the performance of the Institution.

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

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

The Institution is taking a proactive approach towards ensuring quality education for its students.

The Institution's emphasis on continuous improvement is visible by its setting up of an Internal Quality Assurance Cell (IQAC) which conducts periodic reviews of the teaching-learning process, structures, methodologies of operations, and learning outcomes

The IQAC is responsible for monitoring and evaluating various aspects of the Institution's functioning to identify areas for improvement.

This includes analyzing feedback from students, faculty, and stakeholders, as well as conducting internal audits to assess compliance with regulatory requirements and best practices.

IQAC organises Faculty Development and Professional Development Programmes for the teaching and non-teaching faculty.

It recommends the conduct of internal and external academic audits and follow up measures.

IQAC recommended the conducting of Class Committee Meetings at regular intervals thereby ensuring the quality of the teaching learning process.

The incremental improvements recorded by the Institution demonstrate its commitment to providing a high-quality educational

experience for its students.

By continually assessing its performance and making necessary changes, the Institution ensures that it remains relevant, competitive, and effective in meeting the needs of its stakeholders.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College follows Jain darshan (Jain Philosophy) and treats every individual in the campus with samabhavana (equanimity).

Measures for Gender Equity: Strategic parameters, Committees and cells, Gender sensitisation action plan, Safety and security and Facilities for women.

Strategic Parameters

- Anti-Sexual Harassment Policy-POSH
- Anti Ragging Policy
- Gender Sensitisation Action Plan

The Institutional Committees

- Women Development Council (WDC)
- Women Students' Welfare Committee
- Women's Grievance Redressal Cell
- Guidance and Counselling - Students (Girls)
- Grievance Redressal Cell - Staff

Gender Sensitisation Awareness

- Curriculum includes Gender Sensitisation
- WDC conducts workshops
- The Anti-Sexual Harassment Policy is displayed
- Grievance Redressal Cells focus on complaints from the female Community
- The College have organised many awareness programmes, like POSH ACT and POCSO Awareness
- In 2022 female students were allowed in NCC

The safety and security

- **Security Staff:** An 18 member team of security is present in the College
- **CCTV Monitoring:** The College has 350 CCTV cameras and 8 CCTV monitors

Facilities for Women

- **Common Room**
- **Sanitary napkin dispensers**
- **Health Centre**
- **Women psychologist**
- **Creche facility for the young children of the staff members**
- **Hostel facility for female students**

File Description	Documents
Annual gender sensitization action plan	https://amjaincollege.edu.in/CRITERION-7/7.1.1/7.1.1_2022-23_Aditional%20Infor%20and%20Annual%20Gender%20Sensitisation%20Action%20Plan_compressed.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://amjaincollege.edu.in/CRITERION-7/7.1.1/7.1.1_2022-23_Aditional%20Infor%20and%20Annual%20Gender%20Sensitisation%20Action%20Plan_compressed.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College strives for a pollution-free eco-friendly institution

Waste Management Process:

- Identification
- Reduction
- Segregation
- Reuse / Recycle
- Disposal.

Types of waste:

- Solid Waste: Paper waste, Food waste, Garden leaves, Plastic waste, Furniture parts, and Building construction materials.
- Sewage
- Liquid Waste: Wash Basin's and RO waste water
- E-Waste
- Chemical Waste
- No Biomedical and Radioactive waste

Waste Management Comprises:

- The estate management team identifies reduces waste
- The segregation is done at the collection stage by separate bins
- Paper and E-waste are collected separately
- Plastics (Below 50 microns) are banned
- Bill Boards to spread Awareness to reduce waste
- Solar Pannels, a solar heater and LED bulbs
- Semi Micro Qualitative Analysis and diluted chemicals are used in Chemistry Lab
- Printer Cartridges are refilled and used
- RO waste water is reused
- E-waste is utilized as study material
- Building Material waste is completely reused
- Damaged Furniture gets refabricated
- Paper, Electronic and Plastic waste are disposed through external agencies
- Chemistry lab has a separate disposal system for waste chemicals
- Sewage is disposed through septic tanks and Corporation Drainage System

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities **C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- The College upholds the Jain Philosophy of anekandavada (Many sidedness), and it promotes the values of tolerance and harmony among diverse individuals.**

- The College strives to view diversities within society with samabhavana (Equanimity).
- The College has a policy document towards Inclusion and Equal Opportunity.
- The College conducts various programmes aimed at instilling the concept of equanimity among different communities within the College.
- Clubs within the College organize orientation programmes that are designed to bring harmony among students from various socio-economic backgrounds.
- The College clubs arrange programmes to help students improve stress management and personality development.
- Clubs conduct programmes that promote and celebrate cultural exchange, regional cultural celebrations, thus overcoming linguistic and socio-economic differences.
- The College celebrates cultural festivals like Pongal, Onam, Navarathri Pooja and Diwali. A common place to celebrate different cultural festivals brings in harmony and love.
- The College provides Scholarships (Government and Management)
- Through the Annapoorni scheme, economically weaker students are provided with food.
- The College facilitates Government train and bus concessions.

Diverse cultural art forms like, Karakattam, Bharatanatyam, Dhandiya, Silambam, Poo-Kolam, and Kolam were hosted as part of different celebrations.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College is dedicated to fulfilling its constitutional obligations and responsibilities. This is reflected in the following points.

- Many programs are organized by different Clubs and Departments to promote constitutional values.
- The College has a Student Development Council (SDC) and Student Development Council (SWC) where student representatives are elected and councils are installed. All the students of the institution exercise their democratic rights and duty to cast their votes during the student council election. This practice helps the student community to have a real time understanding of the democratic process in India.
- Student representatives who are part of the Clubs play a major role in the functioning of the Clubs. This instil the values of rights and duties within them.
- The college celebrates important occasions like Independence Day, Republic Day and Voter's Awareness Day. These celebrations educate the students about the rights and duties of an Indian Citizen.
- 43 programmes pertaining to the awareness of rights and duties were organized in the academic year 2022-23.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://amjaincollege.edu.in/CRITERION-7/7.1.9/7.1.9_2022-23%20AQAR_Details%20of%20Activities%20(1).pdf
Any other relevant information	https://amjaincollege.edu.in/CRITERION-7/7.1.9/7.1.9_2022-23%20AQAR_Details%20of%20Activities%20(1).pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The College celebrates national and international commemorative days, events and festivals. National commemorative days like Independence Day and Republic Day are celebrated with great spirit.

The College has celebrated the following Commemorative Days in the academic year 2022-23. A total of 19 programmes have been

conducted

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice - 1

1. Title : SEED CELL (Students Empowerment and Entrepreneurship Development cell)

2. Objectives :Aiming at promoting entrepreneurial skills among the students in the college, an initiative called 'Students Empowerment and Entrepreneurship Development cell' (SEED CELL) has been created. It aims to give students hands-on experience in entrepreneurship.

Best Practice - 2

1. Title : Outreach Initiative - AMJ's SUD

2. Objectives : As part of the commitment towards the society and in continuation with the College's outreach initiatives to help the society in the neighbourhood, the College has instituted an Outreach Initiative called, AMJ's SUD. SUD stands for

START - WHERE YOU ARE

USE - WHAT YOU HAVE

DO - WHAT YOU CAN

It aims at helping the neighbourhood society in an emergency. Different Clubs in the College organise different kinds of programme to help and educate the neighbourhood society. Even

though at certain circumstances such as large calamities, these initiatives must be combined and focused to provide support and help at the hour of need. AMJ's SUD is envisaged to cater to this need.

File Description	Documents
Best practices in the Institutional website	https://amjaincollege.edu.in/CRITERION-7/7.2/7.2%20%20AOAR%202022-23(1).pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

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.' Vision of the College is '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.

Padmashri. Mohanmullji Chordia Book Bank Scheme continues to serve for several decades.

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 are given training in career guidance and also benefit from an active placement cell. Adhering to the Jain values, as Botany and Zoology courses require the dissection process, the college has abstained from including such programmes. The college campus in all its limits is totally and strictly vegetarian, as a true Jain establishment.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution follows the curriculum prescribed by the University of Madras and ensures effective curriculum delivery through a systematic and well-planned curriculum delivery beginning with preparing and disseminating the academic calendar. As part of the course delivery plan, at the beginning of the semester, every department prepares the workload, obtains the subject allocation preference from their faculty based on which the master time table is prepared along with class time table and faculty time table. Student centric teaching learning methods like seminars, group discussions, storytelling, peer learning, self-learning, assignments, case studies, projects, surveys, quiz, and other innovative teaching methods are adopted by the faculty. A blend of traditional teaching and learning methods with modern technologies such as Google Classroom, Kahoot, MOOC, SWAYAM-NPTEL, Online quizzes etc. engages the students in self-learning and applied learning. Although project components embedded in specific courses give leverage to the students for curricular and holistic development, to further enhance the employability skills and progression of all the students, cross-discipline exposures through experiential learning, value added courses, certificate programs, field visits, internship programs etc. are provided. Orientation Program is conducted for first-year students to familiarize them with the college environment and amenities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

IQAC prepares the academic calendar of the College in line with the calendar of the affiliating University, which schedules the

Continuous Internal Assessments. The schedule of academic planning for curriculum delivery, examinations and all other activities for the academic year are disseminated to the stakeholders through the calendar which is made available on the website. The institution has derived an Examination policy adopted based on the guidelines prescribed by the affiliating University for standardized and effective conduct of Internal and External Examination and grievance redressal. Two Continuous Internal Assessments (CIA) and one Model Examination are conducted as scheduled in the academic calendar. The academic calendar is circulated to all staff and students at the beginning of the academic year. The CIAs cover one third of the course syllabi and the model exam covers the entire syllabus. Seminar and assignment components of the Internal Evaluation are conducted and graded at the faculty level and the attendance component is graded as per university guidelines. Time table for the internal evaluation is displayed at the college website and on notice boards. The process of internal evaluation as well as its purpose is explained clearly to the first-year students during the orientation programme.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

40

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

59

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The Institution follows the curriculum prescribed by the University and integrates various socially relevant cross-cutting across all programs. As part of the Value education course in the III year, the students learn about human values, issues related to equal rights, human dignity, freedom, universal values, and constitutional values.

Nearly 50 courses offered across all the programmes impart knowledge on Professional Ethics and Human Values.

Environmental Science is a mandatory course in the II year of all undergraduate programs that motivates the students to understand climate change better and look for alternatives.

It is mandatory for students to register in any one of the student clubs and participate in the numerous club activities which brings in positive differences in shaping them into holistic individuals. The College celebrates and observes days of national and international importance.

All student representative positions from class to students' council have equal reservation for both boys and girls. The Institution makes concerted efforts to create a friendly environment free from gender discrimination through mutual respect.

To instill human values among the students and make them understand their moral social responsibility Programs like Personality Development, Food Donation - Samarakshana and Cloth Donation - Aadai Dhanam etc. are conducted.

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

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

60

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

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

3713

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

D. Any 1 of the above

institution from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
3164	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
1323	

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution continuously monitors the educational levels of its learners and has effective measures to help students improve their performance.

Students are split into two categories: bloomers and advanced learners based on their previous semester performance and in the case of newly admitted students it is based on their standard XII scores.

Special attention is provided to slow learners by supporting them with bilingual teaching, peer learning and providing simplified notes and extensive question bank. They are provided with extra assignments and attention by the faculty to prepare for the university examination. Students are provided with remedial tests to improve the internal assessment marks.

Advanced learners are encouraged to participate in seminars and broaden their horizons through various extracurricular and co-curricular activities inside and outside the campus. They are also encouraged to visit, other higher educational institutions, research institutes and industries pertaining to their subject areas to gain domain specific exposure.

In addition to this at the beginning of each semester the department conducts bridge courses to ensure that the students gain adequate prerequisite knowledge for the courses of the semester.

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

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

Number of Students	Number of Teachers
8632	320

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution enriches the teaching-learning experience of its students by engaging them in student-centric methods, thereby nurturing within them deeper understanding, critical thinking, and real-world skills. The below student centric methods are adopted as part of the curriculum delivery:

- Experiential learning to encourage students to actively engage with concepts and applying them in real-life situations.
- Hands-on activities and experiments conducted by the School of Science.
- Internship, Industrial and Field visits conducted by the Schools of Science, Arts and Commerce.
- Research projects are mandatory as per curriculum for the UG Departments of Marketing Management and Business Administration, and the PG Departments of Commerce and Corporate Secretaryship, apart from the mandatory Environmental Studies project done by all the II-year students.
- The students of Visual Communication actively participate in photo and video coverage of college events.
- Participative learning to encourage active discussions, group activities, and peer interactions.
- Group Discussions - Students share their perspectives, leading to richer discussions and exposure to various

viewpoints, shaping the direction of learning.

- Green Practices - Students are highly encouraged to advocate for Climate Action Change by participating in numerous events and seminars.
- Role-plays on critical concepts for better understanding.
- Value-added courses and NPTEL courses.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Faculty in the college follow ICT enabled teaching in addition to the traditional classroom teaching. In addition to the chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as MS office, Jam Board, and White Board and other online sources like Kahoot, Google classroom, MOOC etc. to expose the students for advanced knowledge and participative learning. Every department is provided with ICT enabled classrooms to provide a more wholesome teaching learning experience.

The online learning environments are designed to train students in an open problem-solving activity.

Google classroom is used for posting course related information- learning material, quizzes, lab submissions and evaluations, assignments, and tests.

PowerPoint Presentations are used with animations and simulations to improve the effectiveness of the teaching-learning process and notes as per the syllabus are provided to the students. This helps the slow learners for a better revision and gives scope for better understanding.

Online google forms are used to record the feedback of the

students as and when it is required.

Due to the pandemic all the above methods were followed as the teaching was mostly online during the academic year.

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

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

2.3.3.1 - Number of mentors

169

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

320

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality /

D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

131

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

2537

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- IQAC systematically plans and schedules the internal assessments in the college academic calendar in accordance with the schedule of external examination of the University as per their calendar
- The mechanism of examination with all related information is precisely explained in the 'Evaluation and Examination Policy.'
- The institution centrally conducts an orientation

programme for the newly admitted students and clear explanations about the process of examination are provided for both students and their parents. Further, the individual departments provide a detailed overview about the courses and mechanism of assessments, for clarity and smooth transition to collegiate education.

- Timetable and other information pertaining to the examination are sent through circulars and displayed on the notice boards well in advance, in case of any deviation from, an intimation circular is sent separately at the earliest possible time.
- Answer papers of the assessments are evaluated within five working days from the last date of the examination, if any grievances arise, they are addressed and the final mark list is prepared course wise and signed by the students, subject-in-charge, facilitator/Heads and Dean/Principal, and marks are entered in the ERP for view.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

- The examination policy prescribes the procedures and structure of resolving grievances and the escalation matrix for making the process time bound -
- Grievances on faculty before the commencement of examination like issues in teaching or syllabus not completed are addressed through class committee meetings and after the commencement like bias in evaluation, out-of-syllabus questions are addressed by department Heads/Facilitators and escalated to Principal/Dean.
- Issues like postponement or rescheduling of examination

are addressed by the Principal/Dean.

- The internal assessment papers are evaluated by the faculty within five working days from the last date of completion of the examination and the answer papers are given back to the students. If any grievances arise, they are addressed immediately by the subject in-charge, if not addressed it is escalated to the class in-charge or to the department heads for resolving.

The examination committee is responsible for conducting and monitoring the students during the examination. Invigilators check the students before entering the exam hall to avoid any malpractices and insist not to use any unfair means during the examination.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The teaching learning process effectiveness can be measured through learning outcomes and in turn it can be achieved by comparing the Course Outcomes (CO). The course outcomes are communicated by individual faculty to the students in classrooms, presented in the lesson plan, course file and displayed on the departmental web page of the institutional website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.amjaincollege.edu.in/b-a-defence-strategic-studies/
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The Institution follows the syllabus as laid out by the University of Madras. The Syllabi lays out the Programme Outcomes (PO) and Course Outcomes (CO) and are achieved through curriculum delivery and assessment mechanism. The outcomes are achieved through regular monitoring of the performance of students in the assignments, internal tests, seminars, projects, presentations, practical assessments, etc., and through end semester examination. The affiliating University provides the graduate programmes in a Credit Based Continuous Evaluation System (CBCS) which provides the Cumulative Grade Point Average (CGPA) score of the student in the end semester examination which is an important measure for the fulfillment of PSOs. Further, the students of the institution progress to higher educational institutions, employment or pursue entrepreneurship. The CO achievement is also understood from the feedback on curriculum delivery collected from the students which is analyzed by IQAC and takes steps to improve the quality of curriculum delivery and CO/PO attainment.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

2047

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

[https://amjaincollege.edu.in/amjc%20files%20upload%20open/Students%20Feedback%20Report%20\(2022-23\)_compressed.pdf](https://amjaincollege.edu.in/amjc%20files%20upload%20open/Students%20Feedback%20Report%20(2022-23)_compressed.pdf)

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

NIL

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

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

1

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

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

0

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

3.2 - Innovation Ecosystem

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

The College has created a dynamic ecosystem comprising a Student Empowerment and Entrepreneur Development cell (SEED) and Research committee to facilitate the innovation and create/transfer of knowledge with the faculty and students.

IQAC has been constantly motivating the departments to conduct seminars, workshops, and conferences periodically, for the faculty and students to foster and update their knowledge.

The College has made 5 MoU linkages with academic and industry for the benefit of the faculty and students to become self-dependent and make students employable.

SEED Cell acting as an entrepreneurial ecosystem with the motto "Be an employer not employee." This Cell has continuously organized programs/events to motivate and inculcate the innovation ideas/knowledge of the budding student entrepreneurs. The AMJCIAN BAZAAR was conducted with 5000 visitors and 75 student stalls of different categories for understanding the market dynamics to promote their products and showcase their talent to run a business. An Ice cream parlor was opened by the students in the campus for real life business exposure. The SEED cell has co-hosted the mega entrepreneurship awareness programme under central government Self Reliant Bharat Mission to make India independent, self-reliant, and economic superpower by 2030.

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

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

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

19

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

46

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

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

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

56

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

3.4 - Extension Activities

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

The institution has consistently demonstrated its commitment to sensitizing students to various social issues and fostering their holistic development through a wide range of extension activities. These activities have been organized by the departments as well as the student clubs/committees like NSS, NCC, Karuna Club, Rotaract Club, Citizen Consumer Club, Red Ribbon Club, Youth Red Cross and others. The institution has conducted 78 extension activities on 21 social issues which imparted knowledge, created impact and a sense of responsibility among 100% of the student population and the entire College community during the year. The various social issues focused were addressing the social situation in line with the national and international areas of interest, particularly the UN Sustainable Development Goals like Poverty, Humanity and Compassion; Education, Climate Change, Sustainability, Securing Eco-system, Cleanliness; Women and Child abuse; Child care; Crime, corruption and Social Justice; Security and Transparency; Sensibility, integrity and Social Responsibility; Health, Hygiene and Nutrition; Mental Health,

Isolation and loneliness; Digital Literacy, Youth apathetic and Cognitive issues, Drug abuse and Child trafficking.

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

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

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

15

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

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

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

89

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

11163

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

0

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

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution is Eco-friendly and Green Campus spanning around 1,60,579,263 square meters located in Chennai. The institution has adequate infrastructure and physical facilities as listed below:

Classrooms: The campus boasts a total of 140 classrooms, out of which 18 have been upgraded with modern LCD facilities. 3 Seminar Halls with ICT enabled facilities, 1 Conference Hall and 1 Auditorium with the ICT enabled facilities were utilized for various activities. The Organization has the mail-ID domain as "amjaincollege.edu.in" Computer lab with 421 computers with high speed internet facility, uninterrupted power supply and connected with the printers. Annexe Seminar Hall with a seating capacity of 120.

Shri. Parasmal Chordia Seminar Hall: It is located in the Mainblock. There are LCD Screen, Audio Systems, Projector facilities with the seating capacity of 150. PARASMAL CHORDIA SEMINAR HALL

The Conference Hall : Utilized Academic and Administrative meetings with an occupying capacity of 40. A Mini clinic facility to serve the students with health issues inside campus. The campus has ramp facilities in all buildings, 6 wheelchairs, and 2 lift facilities to support physically challenged students. The institution offers accommodation facilities for both 136 male and 48 students. CONFERENCE HALL

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

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

Shri. Mohanmull Chordia Indoor stadium encourages student participation more in the sports activities. It houses multi-court facilities such as 01 Basketball Court, 02 Badminton Courts and 01 Volleyball Court. This Indoor Stadium is utilized for conducting various events with the ICT enabled facilities for Live Telecast in social media. Three major playgrounds namely A, B & C were maintained for utilization of all the students.

INDOOR STADIUM

Playgrounds : Three major playgrounds namely A, B, & C were maintained. Separate grounds for playing Cricket, Football and Volleyball games. Playground A is used for conducting SARDAR Intra/Inter-Collegiate Culturals Programme each year. The students can showcase their talents. Stalls are managed by the students for motivating their Entrepreneurial Skills. It is named as Anandavan in Main Block first floor practicing Yoga and Meditation. Every year on 21st June, international yoga day is observed in Gyan Bhawan Auditorium and in the Indoor Stadium which is incorporated as the students centric activity.

Auditorium : Bhagwan Mahaveer Gyan Bhawan Auditorium, with seating 600 students, can be utilized for conducting the cultural activities and indoor stadium for indoor games.

GYAN BHAWAN AUDITORIUM

In summary, the institution's infrastructure and facilities create embracing technology and supporting students in their educational journey while promoting sustainability and eco-friendliness.

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

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

27

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

215,325,499.40

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of ILMS SOFTWARE

<p>Nature of automation (fully or partially)</p> <p>Version</p> <p>Year of Automation</p> <p>Remarks</p> <p>EASY LIB</p> <p>PARTIAL</p> <p>3.0</p> <p>2003</p> <p>versions are being updated from time to time.</p>							
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Upload any additional information</td> <td>No File Uploaded</td> </tr> <tr> <td>Paste link for Additional Information</td> <td>Nil</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	Paste link for Additional Information	Nil	
File Description	Documents						
Upload any additional information	No File Uploaded						
Paste link for Additional Information	Nil						
<p>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</p>	<p>A. Any 4 or more of the above</p>						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Upload any additional information</td> <td>No File Uploaded</td> </tr> <tr> <td>Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td> <td>View File</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File	
File Description	Documents						
Upload any additional information	No File Uploaded						
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File						
<p>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</p>							
<p>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</p>							
<p>5.62</p>							

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

4

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

A total number of 421 computers are available in the computer labs. A bandwidth of 150 (MBPS/ GBPS) Capacity is being utilized in the campus. Each lab has the capacity of 60 computers and 1 lab with 52 computers in it.

The updates and maintenance of the labs are carried out on a regular basis by the Lab in-charges and by the Computer professional service companies.

Contract agreements are entered into for the hardware maintenance of the computers during the academic years to ensure an uninterrupted learning process.

Outside Vendors doing AMC for UPS and Battery Maintenance:

- Vendor Name: Quantum Power Systems

In-House Maintenance by System Administrators:

- Troubleshooting and Issue resolution, claiming warranty
- To Software renewal, installation and maintenance.

Routine updates and maintenance of the labs are carried out by lab supervisors and professional computer service companies.

Internet Leased Line (Dedicated Line from Exchange to campus)

- Hathway Connectivity: 100Mbps
- Jio Wifi Connectivity: 100 Mbps
- RailTel Wifi Connectivity: 150 Mbps

Zero Client product is a small box that serves to connect a keyboard, mouse, monitor and Ethernet connection to a remote server.

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

4.3.2 - Number of Computers

421

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

796.1138

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Policy details are clearly, implemented both manually and through the ERP system. To avail the facilities, by filling an application form in the management office with the programme schedule, seating requirements and time schedule. Chief manager recommends the booking proposal form to management committee members. After approval from the management side, information passed to the Estate Manager by mail. The above procedure is open for all and followed strictly by all the faculties.

Estate manager constantly checks the infrastructure and reports to the Chief Manager. AMC service is used for maintenance of air conditioners and computers.

External agency took care of the campus cleanings. Classrooms,

corridors and rest rooms were maintained with the supporting staff. Physics laboratory and LPG connections in Chemistry laboratories were done Periodically for the benefit of the students. Computer labs maintenance done with the AMC agreement with service providers. Electronics and communication lab, Interior design lab, Travel and tourism lab were filled with the innovative models to the students topic wise.

Maintenance of library digital sources available to the students in addition to the physical facilities. A,B,C three playgrounds were rejuvenated Periodically CCTV cameras were installed in the corridor, pathway and bouncers were roaming inside the campus.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

580

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the

institution / non- government agencies during the year**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

4493

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

673

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

673

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

524

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

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

5.2.2.1 - Number of outgoing student progression to higher education

50

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

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

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural

activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

46

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

To explore the ideas, thoughts, expertise, experience and interests, the institution encourages students from every field to become leaders of the future. The institution through Students Development Council (SDC) and Students Welfare Council (SWC) with the Principal as the President, and faculty members of various departments as the Vice-Presidents provide the opportunity to eligible candidates through democratic process, elect representatives to lead them and act as a bridge between students, faculty and the Management. There are several clubs and committees which also serve the purpose of facilitating student empowerment and representation, such as NSS, NCC, the Arts and Cultural club and Women Development Cell. Awareness is created among all the students and faculty regarding the conduct of cultural programs and sports activities. Students are encouraged and permitted to participate in various cultural and sports activities. Ethics and values of life are sown in them through various social service activities organised as extension activities. Such opportunities enable a student to acquire knowledge of society and helps them to develop the leadership qualities. Thus the Institution encourages to take part in extra-curricular and co-curricular activities apart from their academic pursuit.

File Description	Documents
Paste link for additional information	https://amjaincollege.edu.in/CRITERION-5/C5/5.3.2/5.3.2 OLM Student Representation Merged.pdf
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

56

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni of the institution have been informally operational. However, the association is not registered as on date.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION

To ensure and disseminate quality higher education that is affordable to all learners in general and among Jain students.

MISSION

To combine innovation in teaching and zest for learning and usher in academic excellence in every student.

To create and sustain conducive teaching and learning ambience for realization of full potential in the teacher and taught.

To ignite and endow young minds with a deep sense of justice and fairplay, truth and non-violence, patriotism and service.

The governance of the Institution plays a significant role in the realization of the Institution's Vision and Mission which are the guiding principles that define its purpose, values, and objectives.

In this College it involves a set of processes, policies, and procedures that determines the decisions made, resources allocated, and ultimately how the institution is managed.

Thus, the Institution is accountable, transparent, and responsive to the needs of stakeholders. This includes students, faculty, staff, alumni, donors, and the wider community. The Institution achieves its goals and objectives, maintains its reputation, and remains relevant in its field by aligning the governance structure with its Vision and Mission.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership is a crucial element for the success of the Institution. One of the ways that effective leadership is visible is through institutional practices such as decentralization and participative management.

Decentralization, as is practised in the College allows distributing decision-making power and authority to lower levels of the organization. This enables quicker decision making, more effective problem solving, and increased employee engagement. Participative management in the College leads to a more inclusive and collaborative work environment where all the employees feel valued and invested in the Institution's success.

In addition to these practices, the leadership of the College ensures clear communication, sets realistic goals, and provides support and resources to employees. These elements are prioritised to create a work culture that is productive, supportive, and focused on achieving success. The College fosters such an environment where everyone's voice is heard and valued, the employees are empowered to take ownership of their work and contribute to the growth of the Institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Agurchand Manmull Jain College firmly follows a holistic approach to management, where all stakeholders are encouraged to offer valuable insights, facilitating robust decision making with wide-ranging perspectives. The Institution has transparent

policies governing Examination, Discipline, Administration, Human Resources, Student Welfare, Finance, Service rules as per the provisions laid down by the Government of Tamil Nadu and University Grants Commission.

Perspective Plans

The Institution focuses its Perspective Plans for the upcoming academic years based on Quality in Higher Education.

Accordingly, decision-making process and quality planning are articulated keeping in view the Vision of the Institution. The Internal Quality Assurance Cell designs a calendar of activities and the Management ensures its implementation by providing the necessary support.

The strategic/perspective plan is successfully deployed in the institutional which is critical to the long-term success of the Institution. The plan provides a roadmap for the future, outlines the goals and objectives that are necessary to achieve sustained growth and development. Careful planning, coordination, and communication across all levels of the Institution are ensured for the deployment of perspective plan.....

(PLEASE NOTE: DETAILED EXPLANATION IS PROVIDED AS ADDITIONAL INFORMATION)

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

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

The institutional bodies' effective functioning ensures that the policies and procedures are in line with the goals and objectives of the Institution and the administrative setup handles the tasks assigned to them efficiently. The appointment and service rules established by the Institutional bodies are

transparent and fair for all employees. This enables recruitment and retention of the best talents in the Institution.

The College has an exclusive organisational structure in carrying out various functions. The Management of College comprises the Secretary, the Associate Secretary and the Management committee members. They are at the top of the organisational structure from where the powers are delegated.

(DETAILED EXPLANATION TO ORGANOGRAM IS UPLOADED AS ADDITIONAL INFORMATION)

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The faculty under the aided stream benefit from the Government service rules.

The College remains committed towards the welfare of its teaching and non-teaching staff. In consonance with this objective, the College takes several effective measures:

NOTE: DETAILED WELFARE MEASURES FOR TEACHING AND NON TEACHING IS PROVIDED AS ADDITIONAL INFORMATION.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

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

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

112

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

UGC guidelines are followed for career advancement scheme for the Aided Staff members.

To recognize their exceptional performance, a comprehensive range of incentives have been developed. These incentives not only appreciate their efforts but also motivate them to continue their pursuit of academic excellence, professional development, and fostering a stimulating learning environment for the students.

Staff Academic Performance

Great value is placed on the academic performance of the staff members. In recognition of their outstanding achievements, incentives such as performance-based pay raises and bonuses are offered. By acknowledging their dedication and hard work, the staff are motivated to continuously strive for excellence in their teaching, research, and scholarly activities.

To ensure fairness and objectivity, our appraisal system employs an objective evaluation process. Staff members' performance is assessed based on measurable indicators, such as student feedback, research output, professional development activities, and contributions to the college's initiatives. This helps in eliminating bias and subjectivity, ensuring that each staff member is evaluated fairly based on their individual accomplishments and efforts

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Regular financial audits are conducted by the College. These audits ensure that the Institution's financial records are accurately maintained. All financial transactions are handled in a responsible and ethical manner. Both internal and external audits reflect the integrity of the Institution's financial systems.

Internal audits are conducted by the institution's own financial team, and any potential issues or irregularities are

identified and resolved. This includes reviewing financial records, verifying that financial transactions are being properly documented, and ensures that appropriate financial controls are in place.

External audits are conducted by independent auditors hired by the Institution who provide an objective assessment of the Institution's financial systems. These audits include a review of financial statements, an assessment of the Institution's internal controls, and an evaluation of the Institution's compliance with applicable laws and regulations.

By conducting both internal and external audits on a regular basis, the Institution helps to ensure that their financial systems are functioning properly and that they follow applicable laws and regulations. This helps to build trust and confidence among stakeholders, and ensures the long-term success of the Institution.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

Rs. 41,00,000

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

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

The basic structure for the smooth operation of an institution relies solely on the funds received. Funds are required for procuring the basic facilities, equipment, electronic and technological gadgets for the effective performance of the institution. A clear fund mobilization policy of an institution would further enhance its development and sustainability. Agurchand Manmull. Jain College has set its goals and made choices through strategic planning and budgeting for mobilization of funds, within the stipulated limits set by the higher education. The following are the ways in which mobilization of funds have been implemented in the institution:

DETAILED INFORMATION ON INSTITUTIONAL STRATEGIES FOR MOBILISATION OF FUNDS AND THE OPTIMAL UTILISATION OF RESOURCES.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) is a crucial body that plays an essential role in ensuring quality assurance in the Institution. It has made significant contributions in institutionalizing quality assurance strategies and processes.

The primary objective of IQAC is to develop a quality system for conscious, consistent, and catalytic improvement in the overall performance of educational institutions.

IQAC has been instrumental in developing and implementing various quality assurance initiatives and measures, such as organizing workshops and seminars, conducting assessments, and providing feedback to the stakeholders.

IQAC has also played a significant role in ensuring compliance with regulatory requirements and accreditation standards.

One of the most significant contributions of IQAC is the development of a quality culture in the Institution.

IQAC has created awareness among faculty members, staff, and students about the importance of quality education and the need for continuous improvement.

IQAC has also encouraged the involvement of all stakeholders in the quality assurance process, resulting in the development of a participatory culture.

IQAC has played a crucial role in institutionalizing quality assurance strategies and processes. Its contributions have resulted in the development of a quality culture, which has led to the overall improvement in the performance of the Institution.

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

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

The Institution is taking a proactive approach towards ensuring quality education for its students.

The Institution's emphasis on continuous improvement is visible by its setting up of an Internal Quality Assurance Cell (IQAC) which conducts periodic reviews of the teaching-learning process, structures, methodologies of operations, and learning outcomes

The IQAC is responsible for monitoring and evaluating various aspects of the Institution's functioning to identify areas for improvement.

This includes analyzing feedback from students, faculty, and stakeholders, as well as conducting internal audits to assess compliance with regulatory requirements and best practices.

IQAC organises Faculty Development and Professional Development Programmes for the teaching and non-teaching faculty.

It recommends the conduct of internal and external academic

audits and follow up measures.

IQAC recommended the conducting of Class Committee Meetings at regular intervals thereby ensuring the quality of the teaching learning process.

The incremental improvements recorded by the Institution demonstrate its commitment to providing a high-quality educational experience for its students.

By continually assessing its performance and making necessary changes, the Institution ensures that it remains relevant, competitive, and effective in meeting the needs of its stakeholders.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College follows Jain darshan (Jain Philosophy) and treats every individual in the campus with samabhavana (equanimity). Measures for Gender Equity: Strategic parameters, Committees and cells, Gender sensitisation action plan, Safety and security and Facilities for women.

Strategic Parameters

- Anti-Sexual Harassment Policy-POSH
- Anti Ragging Policy
- Gender Sensitisation Action Plan

The Institutional Committees

- Women Development Council (WDC)
- Women Students' Welfare Committee
- Women's Grievance Redressal Cell
- Guidance and Counselling - Students (Girls)
- Grievance Redressal Cell - Staff

Gender Sensitisation Awareness

- Curriculum includes Gender Sensitisation
- WDC conducts workshops
- The Anti-Sexual Harassment Policy is displayed
- Grievance Redressal Cells focus on complaints from the female Community
- The College have organised many awareness programmes, like POSH ACT and POCSO Awareness
- In 2022 female students were allowed in NCC

The safety and security

- Security Staff: An 18 member team of security is present in the College
- CCTV Monitoring: The College has 350 CCTV cameras and 8 CCTV monitors

Facilities for Women

- Common Room
- Sanitary napkin dispensers
- Health Centre
- Women psychologist
- Creche facility for the young children of the staff members
- Hostel facility for female students

File Description	Documents
Annual gender sensitization action plan	https://amjaincollege.edu.in/CRITERION-7/7.1.1/7.1.1_2022-23_Aditional%20Infor%20and%20Annual%20Gender%20Sensitisation%20Action%20Plan_compressed.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://amjaincollege.edu.in/CRITERION-7/7.1.1/7.1.1_2022-23_Aditional%20Infor%20and%20Annual%20Gender%20Sensitisation%20Action%20Plan_compressed.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College strives for a pollution-free eco-friendly institution

Waste Management Process:

- Identification
- Reduction
- Segregation
- Reuse / Recycle

- Disposal.

Types of waste:

- Solid Waste: Paper waste, Food waste, Garden leaves, Plastic waste, Furniture parts, and Building construction materials.
- Sewage
- Liquid Waste: Wash Basin's and RO waste water
- E-Waste
- Chemical Waste
- No Biomedical and Radioactive waste

Waste Management Comprises:

- The estate management team identifies reduces waste
- The segregation is done at the collection stage by separate bins
- Paper and E-waste are collected separately
- Plastics (Below 50 microns) are banned
- Bill Boards to spread Awareness to reduce waste
- Solar Pannels, a solar heater and LED bulbs
- Semi Micro Qualitative Analysis and diluted chemicals are used in Chemistry Lab
- Printer Cartridges are refilled and used
- RO waste water is reused
- E-waste is utilized as study material

- Building Material waste is completely reused
- Damaged Furniture gets refabricated
- Paper, Electronic and Plastic waste are disposed through external agencies
- Chemistry lab has a separate disposal system for waste chemicals
- Sewage is disposed through septic tanks and Corporation Drainage System

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

A. Any 4 or All of the above

4. Ban on use of plastic	
5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human	A. Any 4 or all of the above

assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- The College upholds the Jain Philosophy of anekandavada (Many sidedness), and it promotes the values of tolerance and harmony among diverse individuals.
- The College strives to view diversities within society with samabhavana (Equanimity).
- The College has a policy document towards Inclusion and Equal Opportunity.
- The College conducts various programmes aimed at instilling the concept of equanimity among different communities within the College.
- Clubs within the College organize orientation programmes that are designed to bring harmony among students from various socio-economic backgrounds.
- The College clubs arrange programmes to help students improve stress management and personality development.
- Clubs conduct programmes that promote and celebrate cultural exchange, regional cultural celebrations, thus overcoming linguistic and socio-economic differences.

- The College celebrates cultural festivals like Pongal, Onam, Navarathri Pooja and Diwali. A common place to celebrate different cultural festivals brings in harmony and love.
- The College provides Scholarships (Government and Management)
- Through the Annapoorni scheme, economically weaker students are provided with food.
- The College facilitates Government train and bus concessions.

Diverse cultural art forms like, Karakattam, Bharatanatyam, Dhandiya, Silambam, Poo-Kolam, and Kolam were hosted as part of different celebrations.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College is dedicated to fulfilling its constitutional obligations and responsibilities. This is reflected in the following points.

- Many programs are organized by different Clubs and Departments to promote constitutional values.
- The College has a Student Development Council (SDC) and Student Development Council (SWC) where student representatives are elected and councils are installed. All the students of the institution exercise their democratic rights and duty to cast their votes during the student council election. This practice helps the student community to have a real time understanding of the democratic process in India.

- Student representatives who are part of the Clubs play a major role in the functioning of the Clubs. This instil the values of rights and duties within them.
- The college celebrates important occasions like Independence Day, Republic Day and Voter’s Awareness Day. These celebrations educate the students about the rights and duties of an Indian Citizen.
- 43 programmes pertaining to the awareness of rights and duties were organized in the academic year 2022-23.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://amjaincollege.edu.in/CRITERION-7/7.1.9/7.1.9_2022-23%20AQAR_Details%20of%20Activities%20(1).pdf
Any other relevant information	https://amjaincollege.edu.in/CRITERION-7/7.1.9/7.1.9_2022-23%20AQAR_Details%20of%20Activities%20(1).pdf

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

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The College celebrates national and international commemorative days, events and festivals. National commemorative days like Independence Day and Republic Day are celebrated with great spirit.

The College has celebrated the following Commemorative Days in the academic year 2022-23. A total of 19 programmes have been conducted

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice - 1

1. Title : SEED CELL (Students Empowerment and Entrepreneurship Development cell)

2. Objectives :Aiming at promoting entrepreneurial skills among the students in the college, an initiative called 'Students

Empowerment and Entrepreneurship Development cell' (SEED CELL) has been created. It aims to give students hands-on experience in entrepreneurship.

Best Practice - 2

1. Title : Outreach Initiative - AMJ's SUD

2. Objectives : As part of the commitment towards the society and in continuation with the College's outreach initiatives to help the society in the neighbourhood, the College has instituted an Outreach Initiative called, AMJ's SUD. SUD stands for

START - WHERE YOU ARE

USE - WHAT YOU HAVE

DO - WHAT YOU CAN

It aims at helping the neighbourhood society in an emergency. Different Clubs in the College organise different kinds of programme to help and educate the neighbourhood society. Even though at certain circumstances such as large calamities, these initiatives must be combined and focused to provide support and help at the hour of need. AMJ's SUD is envisaged to cater to this need.

File Description	Documents
Best practices in the Institutional website	https://amjaincollege.edu.in/CRITERION-7/7.2/7.2%20_%20AQAR%202022-23(1).pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

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.' Vision of the College is '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.

Padmashri. Mohanmullji Chordia Book Bank Scheme continues to serve for several decades.

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 are given training in career guidance and also benefit from an active placement cell. Adhering to the Jain values, as Botany and Zoology courses require the dissection process, the college has abstained from including such programmes. The college campus in all its limits is totally and strictly vegetarian, as a true Jain establishment.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To organise Faculty Development Programmes to enhance quality of teaching through Outcome Based Education practices.
2. To organise Administrative Training Programme to Non-Teaching Staff
3. To conduct Value Added Courses for the Students
4. To increase the number of ICT Enabled Classrooms by introducing the Interactive Panels
5. To conduct Green Audit, Energy Audit, Gender Audit and Administrative Audit.
6. To revisit the institutional policies on various aspects and refine/standardise them and frame new policies which are considered necessary.

7. To explore the possibilities of entering in to Memorandum of Understanding with Institutions such as Industries/ Non-Government Organisations etc.

8. To take steps to register students for Academic Bank of credits

9. Steps to improve the student computer ratio by increasing the number of computers.

10. To increase access to Library e resources steps to increase the same to be explored.