YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	A.J. INSTITUTE OF MANAGEMENT
• Name of the Head of the institution	T. Jayaprakash Rao
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08244283581
• Mobile no	9448812099
• Registered e-mail	ajimmangalore@rediffmail.com
• Alternate e-mail	1986drao@gmail.com
• Address	AJ INSTITUTE OF MANAGMENT, OPP. MAHINDRA SHOWROOM, KOTTARA CHOWKI
• City/Town	Mangalore
• State/UT	Karnataka
• Pin Code	575006
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Mangalore University**
• Name of the IQAC Coordinator	**K Deepak Rao**
• Phone No.	**7892521502**
• Alternate phone No.	**8147618678**
• Mobile	**8147618678**
• IQAC e-mail address	**1986drao@gmail.com**
• Alternate Email address	**deep_gdc@yahoo.co.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ajimmangalore.ac.in/wp-content/uploads/2022/11/AQAR_REPORT-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://ajimmangalore.ac.in/wp-content/uploads/2022/11/Calendar_of_Event_2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.83**	**2012**	**15/09/2012**	**14/09/2017**
Cycle 2	**B+**	**2.67**	**2018**	**03/07/2018**	**02/07/2023**

6.Date of Establishment of IQAC	**18/05/2012**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC		
9.No. of IQAC meetings held during the year	`01`	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`Yes`	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	`No`	
• If yes, mention the amount		

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

`To enhance quality of online class and strengthen Internet connectivity in COVID situation, WiFi facility in the campus was enhanced from 32 Mbps to 50 Mbps.`

`Organized two free vaccination drives in A.J Engineering college for the benefit of staff and students of the Institute to provide CORONA free campus`

`Webinars were organized to students using Industry experts from various fields`

`E-symposium was organized on the theme COVID 1 disaster: Rejuvenation of socio-economic and educational sphere`

`Two day Online Faculty Development programme was organized on Value Enrichment of Online Teaching and Learning and also organized online webinars to students on topics focusing COVID, Health and Wellbeing.`

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
Conduct of Aptitude Test in Online / Offline mode in the beginning of III Semester	Online Aptitude tests were conducted through India Bix.Com and 3 days offline aptitude tests were conducted.
Introduction of Business Analytics in the MBA programme	Faculty with guidance of Academic dean have prepared a syllabus on Business Analytics and was forwarded to the University to consider and introduce in First Semester. University has introduced the same for current batch in the First semester.
Involvement of experts from Industry in the conduct of workshops, expert lectures & experience sharing sessions	Webinars on Investor Awareness, Awareness of Fire & safety, Webinar on Supply chain & customer service for e-commerce businesses, Insights into Human rights were organized
Conduct of social centric activities & community related issues such as blood camp & hygiene awareness programmes	Due to the COVID situation it was not possible to conduct social centric activities and community related in rural areas whereas expert lectures and webinars were organized on Health & Hygiene , Women Health & Wellbeing, COVID scenario- Precautions, Prevention & Treatment , Drug Abuse & Human trafficking were organized
Conduct of Webinars & National / International Conference through Online mode involving students, faculty and Industry experts	A International E-symposium was organized on the theme COVID 19 Disaster- Rejuvenation of socio- economic and educational spheres, Two day online faculty development was also organized on Value enrichment of Online teaching & learning
Vaccination Camp	Two COVID vaccination free drives were organized in AJ Engineering campus for the

	benefit of students, staff of the Institute and Trust
Strengthening ICT requirements to facilitate the conduct of Online classes	WiFi facility is strengthened from 32 mbps to 100mbps. 3 XP-Pen Deco Digital graphics drawing pen tablets were purchased to help in the conduct of online classes.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	08/10/2020

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	02/02/2022

15.Multidisciplinary / interdisciplinary

Institute's mission is to impart value based management education, designed to prepare young men and women as a responsible citizen of India. To inculcate Multidisciplinary and interdisciplinary education system, the Institute has incorporated following measures.

- Apart from the regular course contents, The Institute to inculcate multidisciplinary and interdisciplinary education has added an essential subject titled Soft skills for Managers which gives an understanding of professional ethics, value systems, interpersonal skills, body language which is an important element in shaping the students as a responsible citizen.

- Introduction of Business Analytics in the MBA programme was an initiative taken in IQAC meeting and the same been introduced as an interdisciplinary course. Moreover, Behavioral Finance course is suggested to the University while framing the syllabus and the same is introduced as one of the soft core subject under Finance Elective.

- University has course contents in Hard core and Soft core to be incorporated in each semester by the Institutes. Out of many courses, Institute has selected courses like Business Analytics, Corporate Financial Restructuring which is very apt and need of the hour.
- Institute suggested Logistics Management as one of the specializations in the syllabus revision meeting held at Mangalore University and actively involved in the preparation of syllabus. From the academic year 2021-22, Logistics Management was introduced in our Institute as one of the electives keeping in view of job opportunities and industry requirement.
- The Institute organizes regular workshops and expert lectures on different themes like Investor Awareness, Awareness of Fire & safety, Webinar on Supply chain & customer service for e-commerce businesses, Insights into Human rights, Health & Hygiene, Women Health & Wellbeing, COVID scenario-Precautions, Prevention & Treatment, Drug Abuse & Human trafficking were organized.
- Institute provides a platform for students to portray short movies on socio-centric issues.
- The Institute to inculcate multidisciplinary and interdisciplinary education, conducts social surveys on social-centric issues and prepare a report on the same.
- The Institute also maintains a Vermi-Composting Unit reflecting the environmental and sustainability concerns. Institute has a sewage water treatment plant which tries to protect the environment and public health from the pollutants. This practice of recycling of water has aided in reducing the consumption of water nearly by 30000 litres per day in the campus.
- Institute has an Outreach and Extension club which organizes activities like Orphanage visits, Street play on the theme Voter-awareness, Terrace Gardening, Blood donation camps, and Special school visits which sensitizes the students regarding human values.

16.Academic bank of credits (ABC):

- Teaching hours are allotted for individual subjects as prescribed by the Mangalore University and for Add-On Certificate Programme subjects as per the internal regulations of the Institute. After the allotment of the subjects, each faculty prepares lesson plans for each subject highlighting the course objectives and outcomes and likely hours allotted for the completion of course contents and units of the

syllabus. In order to ensure its active, follow up, faculty maintains a Work Diary.

- The Institute has Formative assessment of 30 Marks for each course. Formative assessment comprises of two internal examinations, presentations, assignments, Viva-Voce and also Beyond Curriculum Contribution of students. Further, under Summative Assessment students are evaluated through Term End Examinations conducted by the University.
- Institute has many Memorandum of understanding to help the students in Internship and also in providing Industry certified Add-on programme to our students in addition to University provided specializations.

17.Skill development:

- Institute has included Add-on programmes in its curriculum like Soft skills implemented in First and Second semesters in addition to the course mandatory offered by University to inculcate skills and professional ethics among students. Institute also offers Industry certified add-on programmes in third and fourth semesters to students in the areas of Marketing, Logistics, Hospital Administration, Finance and Human resource.
- Institute has 36 Clubs and Associations functioning in the Institute facilitated the development of leadership qualities among the students.
- Expert Lectures/webinars on contemporary topics by eminent scholars enabled the students, to update their knowledge through participation in the proceedings
- Institute has an Outreach and Extension club which organizes activities like Orphanage visits, Street play on the theme Voter-awareness, Terrace Gardening, Blood donation camps, COVID vaccination drives, and Special school visits which sensitizes the students regarding human values.
- Institute organizes series of workshops, expert lectures to inculcate and strengthen their professional skills and equip them to the corporate environment. The events organized by the Institute are

Expert Lecture	Date of Commencement	Participar
Expert Lecture on Effective Resume Building	7/8/2020	280
Expert Lecture on Power of LinkedIn	17-08-2020	203
Expert Lecture on Mutual Fund Awareness	24-08-2020	128

Expert Lecture on Business Plan	15-10-2020	130
Expert Lecture on Motivation to achieve your dreams	13-01-2021	132
Expert Lecture on Capital Market Awareness, Introduction to Mutual fund & Financial Planning	4/2/2021	135
Expert Lecture on Corporate Culture	18-02-2021	122
Expert Lecture on Awareness on Fire & Safety Emergencies	18-03-2021	135
Expert Lecture on Menstrual Hygiene Session	25-03-2021	95
Expert Lecture on Women Health & Well Being	29-03-2021	88
Expert Lecture on Covid Scenario: Precautions, Prevention and its Treatment	28-05-2021	348
Expert Lecture on Cyber Safety & Equality	25-06-2021	346
Expert Lecture on Supply Chain & Customer Service for e-commerce business	13-07-2021	220
Expert Lecture on Drug Abuse & Human Trafficking	16-07-2021	180
Expert Lecture on Corporate Performance Management System	22-07-2021	158
Expert Lecture on Problems & prospective of Real Estate Industry - A Revisit	29-07-2021	207

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

Institute has integrated Indian Culture in its co-curricular and extra-curricular activities by conduct of various programmes like Short films on socio-centric themes, Conduct of events like Onam celebration, Deepavali celebrations, Sharada Pooja and so on.

Institute organizes an Inter-collegiate Yakshagana Competition named "Yakshakalatosava" to uphold and nurture Indian Culture among the students.

Cultural club of the Institute organizes traditional and culture day and various competitions are held.

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

Institute strives in providing of Outcome based education by implementing various Plan of Action is its curricular endeavors. Institute has introduced various initiatives like insisting rubrics to various components like Presentation, Assignments, and preparation of questions in question paper based on Blooms Taxonomy. Institute has also initiated to implement Teaching Learning Practices to be incorporated by the faculties and preparation of coarse file. Institute has also initiated to implement Student Tracker as it tracks the entire data of a student in his/her completion of the course.

To assess the outcome based education and to enhance the effectiveness of teaching and learning, Institute collects feedback from different stakeholders of Institute like Faculty, Students, Alumni, and from Employers.

20.Distance education/online education:

All the classrooms of the Institute are equipped with ICT tools and techniques which help the faculty and students to have a blended learning. To enhance quality of online class and strengthen Internet connectivity in COVID situation, Wi-Fi facility in the campus was enhanced from 32 Mbps to 50 Mbps. 3 XP Pen Deco Digital graphics drawing pen tablets were purchased to help in the conduct of online classes. Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks and webinars are conducted in seminar hall using ICT facilities.

During COVID 19, Online tests and e-assignments were conducted through Google classroom and presentations were conducted through Google Meet.

Institute has organized 18 online programmes on various issues and an International E-symposium was organized on the theme 'COVID 19 Disaster- Rejuvenation of socioeconomic and educational spheres' and also organized a Two-day Online Faculty Development on Value enrichment of Online teaching & learning.

Extended Profile

1.Programme

1.1   **47**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **348**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **90**

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

File Description	Documents
Data Template	View File

2.3   **168**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **14**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **18**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	47

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	348

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	90

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	168

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	14

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	10
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1,60,19,734
4.3 Total number of computers on campus for academic purposes	87

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 Institute follows a structured system as given below, to ensure effective curriculum delivery, including evaluation.

Preparation of Calendar of Events

- The Dean (Academic Affairs), in the beginning of the semester, designs the curricular calendar, allots the teaching hours to the faculty and prepares the Time-Table.

- Likewise, the Student Council Advisor prepares the Calendar of Events for co-curricular activities, in the beginning of each semester.

Teaching Plan:

- Teaching hours are allotted for each course as prescribed by the Mangalore University and for Add-On Certificate

Programme courses as per the internal regulations of the Institute.

- After the allotment of the courses, each faculty prepares lesson plans for each course, indicating the hours allotted for each unit of the syllabus. In order to ensure its active, follow up, faculty maintains a Work Diary for each course.

- The effectiveness of Internship experience is ensured through Viva and Internship Report.

Evaluation procedures and practices

- The Institute has the practice of 'round-the-year evaluation' of students on 360-degree basis. The internal assessment of 30 Marks is allotted on each course.
- To ensure quality and timely completion of Project Work, a Project Work Diary system is implemented wherein, work completion entries made by the student in the Diary, are periodically monitored by the concerned Project Guide and the Director.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/1.1.1.pdf

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

The Institute follows a structured system by adhering to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Dean (Academic Affairs), in the beginning of the semester allots the teaching hours to the faculty and prepares the Time-Table. After the allotment of the course, each faculty prepares lesson plans for each course, indicating the hours allotted for each unit of the syllabus. In order to ensure its active, follow up, faculty maintains a Work Diary, passing entries on daily basis which is reviewed both by Academic dean and Director on a weekly basis. The curriculum activities are conducted in adherence to the calendar of events except unforeseen circumstances.

Student Council Advisor prepares the Calendar of Events for co-curricular activities, in the beginning of each semester.

The Institute has the practice of evaluating the students on 360-degree basis. The internal assessment of 30 Marks is allotted on each subject as per the parameters. To ensure quality and timely completion of Project Work, a Project Work Diary system is implemented wherein, work completion entries made by the student in the Diary, are periodically monitored by the concerned Project Guide and the Director.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/1.1.2.pdf

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	**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

01

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)

06

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

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

167

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

1.3 - Curriculum Enrichment

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

- **In the subjects titled, Modern Organization and Management, Organizational Behaviour and Communication and Stress Management, key issues such as value based management, social responsibility, gender, corporate governance etc., are taught.**
- **A separate subject 'Soft Skill for Business' is introduced**

by the Institute as add-on subject in the first and second semesters, which takes care of the issues of social concern and professional ethics.

- Apart from the regular course contents, the issues of social concern such as gender equality, environmental sustainability, human values, professional ethics, human rights etc., are taught to the students, by organizing workshops and expert lectures.
- Students produce short movies on socio-centric themes.
- The Institute as well as students conduct social surveys on social-centric issues and prepare a report on the same.
- The Institute also maintains a Vermi-Composting Unit reflecting the environmental and sustainability concerns.
- Institute has an Outreach and Extension club which organizes activities like Orphanage visits, Street play on the theme Voter-awareness, Terrace Gardening, Blood donation camps, COVID vaccination drives, and Special school visits which sensitizes the students regarding human values.

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

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

02

File Description	Documents
Any additional information	View File
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	View File
Institutional Data in Prescribed Format	View File

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

167

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/1.4.1_Feedback_on_Curriculum_2020-21-1.pdf
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	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ajimmangalore.ac.in/wp-content/uploads/2023/06/Feedback_2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

180

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

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

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

163

File Description	Documents
Any additional information	View File
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

Practices to assess the learning levels of students

- Institute organizes a Self-Introduction programme wherein students introduce themselves with their special traits to the gathering. This helps in analysing their strengths and weaknesses.

- The curricular, co-curricular and extra-curricular programmes organised by the Institute provide an occasion to assess the student's level.

- Workshops/placement training provides an insight into the soft skill level of students.

- Mentorship programme facilitated the Faculty to mentor a group of students to assess and understand their learning aptitude and their competency levels.

Strategies to facilitate the slow learners:

- Additional classes are held in quantitative subjects

- Additional Course-related study materials are provided to slow learners.

- Efforts are made under the mentorship programme to help the slow learners.

Strategies to facilitate the Advanced learners:

- The Institute facilitates enhancing the intellectual level of advanced learners by involving them in research projects, presentations in seminars, quizzes, etc.

- Preference is given to the advanced learners while deputing

- to inter-collegiate competitions and national conferences.

- Further, advanced learners are nominated to various Clubs and Associations as office bearers.

- Merit scholarships are offered to such meritorious students and Government scholarships.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.2.1.pdf
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
348	14

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 Institute's vision is to provide management education that prepares young people for positions of leadership by relentlessly pursuing excellence in teaching and learning.

The following points provide a high-level overview of the Institute's efforts to ensure experiential and participatory learning exercises.

- Seminar/ presentations learning techniques are adapted to enhance the effective presentation ability
- Internship of 30 days in the industry, imparted the practical work experience through participative learning
- Compulsory Project Work ensured not only the new learning experiences but also enhanced the problem solving ability of students
- Expert Lectures/webinars on contemporary topics by eminent

- **scholars enabled the students, to update their knowledge through participation in the proceedings**
- **Clubs and Associations, functioning in the Institute facilitated the development of leadership qualities among the students**
- **Deputation of students in management fests, conferences and seminars enriched their competencies and proficiencies**
- **Student participation in series of On-line-Aptitude Tests helped to assess their employment suitability and to take the corrective action**
- **Add on programmes not only ensured the widening the knowledge base of students but also prepare them for solving real life challenges**

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	[http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.3.1.pdf]()

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

- **Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology are being followed by the faculty members in class rooms.**
- **The use of multimedia teaching aids like, LCD projectors, classrooms with internet enabled computer/laptops/digital boards are usually in use in classroom.**
- **The electronic resource packages like DELNET, NPTEL, and Digital Library are available. The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the students using these resources.**
- **During COVID 19, Online testsand e-assignments wereconductedthroughGoogle classroom and presentations were conducted through Google Meet.**
- **Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks and webinars are conducted in seminar hall using ICT facilities.**
- **During pandemic, to strengthen ICT requirements to facilitate the conduct of Online classes the Wi-Fi facility was strengthened from 32 mbps to 100 mbps and 3 XP- Pen Deco Digital graphics drawing pen tablets were purchased to help in the conduct of online classes.**

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

12

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

2.4 - Teacher Profile and Quality

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

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

04

File Description	Documents
Any additional information	_View File_
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

101.81

File Description	Documents
Any additional information	**No File Uploaded**
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.

The Institute prepares a Comprehensive Calendar of Events enlisting all curricular and co-curricular activities to be implemented in the academic year. Once approved in the faculty meeting, the Calendar is published in the Notice Boards for the attention of members of faculty and students. The Institute has developed a comprehensive system to assess students through different criteria ensuring transparency, frequency and mode.

- **Internal Examination:Students are evaluated based on marks scored in two internal assessment examinations, conducted each semester, carrying 50 marks each, accounting for 66.67 percent weightage (20/30).**

- **Presentations: Students must present a subject-related topic presentation in every subject in each semester, where they refer to online e-resources and cite business-related**

illustrations to strengthen their presentation skills.

- VIVA-VOCE: Panel of examiners asks questions to students pertaining to every subject. Students are evaluated based on their understanding of the subject and their answering ability.
- Assignments: Students are given subject assignments, for which they need to refer books and journals, and other e-resources.

In addition to the above multi-dimensional evaluation mechanism, the following measures further consolidate transparency in the system.

- Evaluation criteria are informed to the students in advance through induction program and publication in Notice Boards

- The students are allowed to see their valued answer scripts personally

- Before sending marks scored by students to the University, the signatures of students are procured to ensure their correctness

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.5.1.pdf

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

The Institute follows a mechanism for the redressal of grievances regarding evaluation. Details are as follows:

- If a student has any grievance about the valuation of the answer script, the same can be resolved through consultation with the concerned subject teacher after viewing the answer script.

- If a student has any grievance about the evaluation process, they may approach in the order of Class Advisor, Student Council Advisor, Dean (Academic Affairs), and the Director.

- If a student has any grievance about the marks allotted as per the criteria, such student may contact the Director of the Institute. The Director cross verifies the marks announced, with the Statement of Marks (criterion wise) submitted by the subject teacher, in the student's presence. If there is any discrepancy, corrective entries are made in the Statement of Marks.

- The final Statement of Marks is displayed on the Notice Board. Further, typing errors, if any, in the Statement displayed, the same can be rectified by the office manager with the permission of the Director.

- After a specific period, the Statement of internal Marks is uploaded to the University website.

File Description	Documents
Any additional information	View File
Link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.5.2.pdf

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.

Programme Outcome: The students enrolled under this professional programme are able to

- Utilize qualitative and quantitative methods to study critical business problems

- Integrate tools and concepts from multiple functional areas (Finance, Marketing, Human Resource and Hospital Administration.) to solve business problems

Programme specific outcome:

- Certified programs- SAP and GST given at present, is expected to enhance the scope of placement

- Certified programs in Soft skills offered in 1st and 2nd Semesters enable the students to understand the industry requirements better

Course Outcome

1. Human Resource Management

- **Students will be able to possess the skill set required by today's HR professionals**

- **Students are enabled make an appropriate staffing decision which includes recruitment and selection**

2. Financial Management- Students will be able to acquire skills such as

- **The ability and confidence to tackle common practical financial problems of business.**

- **Evaluation of economic condition and relating them to financial decision in the organization.**

3. Marketing Management: Students will be able to

- **Understand the dynamics of marketing in business**

- **Apply the theoretical marketing concepts to the practical situations**

4. Hospital Administration: The course helps the students to

- **Solve problems in the health-care sector by employing analytical skills**

- **Apply health-care management concepts in industry**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://ajimmangalore.ac.in/programme-outcome/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program Outcomes

Assessment Tools

Processes for attainment of PO

Occupy leadership positions

Nominating the students as leads for associations

During 2020-21, 36 Associations organised 39 programmes and trained167 students.

Develop Team Skills

1. Workshops

2. Conference

3. Annual Day

Students carried out assigned tasks successfully

Effective Communication

1. Presentation

2. Open Discussion

3. Assembly

1. Students presented on allotted topics.

2. Faculty and students presented extempore on current issues.

3. During Open Assembly, student makes presentation on contemporary issues.

Self-confidence Development

1. Organizing Programs

2. Participation in Management Fest

1. Students organised programmes independently

2. During 2020-21, in 4 in National Management Fests, out of 57 students 3 secured prizes.

Identification of key business issues

1. Case Study

2. Group Discussion

Case analysis helped students to sense key business issues and enhanced decision-making ability.

Integration of Solution for business problems

Project Work

Faculty members supervised, primary data based student projects for 100 marks completed as per Project Work Diary.

Awareness on environmental factors

1. Expert Lectures

2. Industrial Visit

3. Internship

Students are exposed to expert lectures, industrial visits and compulsory internship

Awareness on business Ethics

1. Lectures

Course content and exhibition of Short Movie production

Incorporation of multicultural issues

Organization of programs

Socio-cultural diversity of India is sensitised through festival celebration

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	<u>http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.6.2.pdf</u>

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

166

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	<u>http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.6.3_Annual_Report_2020-2021.pdf</u>

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)

<u>http://ajimmangalore.ac.in/wp-content/uploads/2023/06/Feedback_2020-21.pdf</u>

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)

10000

File Description	Documents
Any additional information	View File
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

0

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
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 institution has created an ecosystem for innovation and initiatives for creation of research and transfer of knowledge

through various initiatives.

API (Academic Performance Indicator)

Academic Performance Indicator(API) is practiced by the Institute over the years to evaluate the academic performance of teachers.

ICT Enabled Teaching

ICT Enabled Teaching is practiced in the Institute, wherein all the classrooms are enabled with projectors, LAN and Wi-Fi connectivity

Internship

Institute also a practice of 30 days' internship to the students after their second semester which helps the students to gain first hand corporate exposure.

Vermicomposting Unit

The Institute has developed its own practice to ensure greenery around and also to contribute to ecological balance by setting up of a Vermicomposting unit.

Institute-funded Social Survey

Institute also helps to create a research culture among students by involving them to collect the primary data on socio-centric issues through social surveys conducted periodically which is later documented and used for publications.

Biannual Research Journal Anveshana

Today, higher education is considered as a trinity to perform threefold functions: teaching learning, research publication and extension development. The Journal is published as bi-annual for the last seven years.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/3.2.1.pdf

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

02

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

01

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

01

File Description	Documents
Any additional information	View File
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

03

File Description	Documents
Any additional information	View File
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

Institute has an Outreach and Extension club which organizes and participates in various extension activities to promote College-Neighborhood-Community network and to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development.

The outreach programme of the Institute aims to support the local community and the disadvantaged. Faculty along with the students visit Orphanage, Old Age Homes and Special Schools, interact with the inmates and prepare reports.

Outreach club is designed to assist, elevate, and support people who are denied certain services or rights. The Community Development/ Outreach Program gives students the opportunity to get involved in community service on a regular basis. The motive behind this initiative has achieved a place in the hearts of students towards social service and noble cause to serve the society.

Objectives:

- To encourage, train and enable students to assume community responsibilities.
- To foster sustainable community initiatives
- To build awareness and resolve social issues in the community

- **To make meaningful contributions to local community through formal and sustained extension programmes.**

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/3.4.1.pdf
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

0

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

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

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

04

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

180

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

06

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

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

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

06

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 Institute has a state-of-art facility for teaching-learning in the form of classrooms, library, computing facilities etc. The following explanation highlights the infrastructural facilities at the Institute.

- Class Rooms:The Institute has 10 classrooms and majority of them have the facilities such as cushion chairs with two-seater desks, white board, Air conditioners, CC cameras, LCD projectors with Audio visual systems supported by cordless mikes, collar mikes, computer and internet facilities.

- Conference/ Seminar Halls:The academic and co-curricular activities of the Institute are facilitated by an Air Conditioned Conference hall with inbuilt facilities of LCD, CC cameras, Audio Visual Systems, Internet connection and with a seating capacity of 380.

- Computing Equipments:The Institution has a 'State-of-art', air-conditioned computer lab with a carpet area of 250 square meters.

- Learning Management System: During COVID-19 class sessions to the students were conducted through Learning Management System (LMS) like Google Meet, Zoom apps and Google Classroom. Communications were carried out to the students and faculty members through e-mails and WhatsApp groups.
- Library: The Library has Wi-Fi connectivity, Ten multimedia PCs, Lease-line internet connection, licensed system/ application software, CC Cameras and Reprographic facilities

such as scanner/ printer/photocopying.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://ajimmangalore.ac.in/facilities/

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

The Institute supports the students with adequate facilities for cultural activities, sports, games and yoga which are given below.

Cultural activities

A.J Institute of Management has a cultural club which is responsible for all the cultural events in the Institute around the year. Club strives to bring out the hidden talent of the students and is the place where students can showcase what they have got. In this connection, students are allowed to use the Conference Hall as well as classrooms as per their requirement. The Conference Hall is equipped with cushion chairs and support facilities such as Air conditioners, LCD facilities, CC Cameras, Internet, Audio System, Green Room etc.

Sports activities

The Institute provides facilities for indoor games such as Carrom, Table Tennis, Chess and outdoor games like Shuttle and Volleyball. These in-campus sports facilities are made available to the students from 4.30 p.m. - 6 p.m. All track events and games are facilitated in the common playground maintained by our Trust, near A.J. Medical College.

Yoga Sessions

Yoga classes for the students are arranged on demand in the Institute campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ajimmangalore.ac.in/otherevents/

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

10

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://ajimmangalore.ac.in/facilities/
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)

63,73,995

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
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)

The library activities of the Institute are automated by using Software called Easy Lib. It is a data source, residing on a

server and serves as a Centre to our entire network, having the ability to build and manage our library. Easylib provides extensive features that a library requires and desires. Basic features include: Acquisition, Cataloguing, Membership management, circulation, periodical and OPAC

Main menu

- Cataloguing and Accessioning
- Circulation
- OPAC
- Setup and Securities
- Members
- Periodicals
- Registration
- Digital Library

Easy Lib enables the library users to

- Perform extensive search from various terminals through our LAN

- Perform various library related activities such as procurement, classification, coding, issuing etc.

- Functions as software for security and log on mechanisms

- Connect our library to other digital information centers, on demand

- Use as a multilingual data entry facility

Easy lib also offers bar coding compatibility of the entire library stack. The multimedia and PC/s with internet provided at the library, enables the use of Easy Lib.

The students and faculty are given ID and password for the use of online journal portals.

Likewise, our research journal – Anveshana has a separate website (www.anveshana.in).

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://bhadra.easylib.net/

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

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

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)

174,902.00

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

28.4

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

The IT facilities provided at the Institute are upgraded and
updated according to the requirements. The following Table
provides a bird's eye view of updating details, of IT facilities
at the Institute

Updated details of IT facilities

Facilities

2016-17

2017-18

2018-19

2019-20

2020-21

No. of Systems

120

120

110

90

99

No. of System Software's

90

90

90

90

99

No. of Application Software

12

12

12

42

51

No. of Printers

12

12

10

08

04

No. of Anti-virus

02

05

39

38

51

Internet Strength

2 MBPS

2 MBPS

2 MBPS

4 MBPS

50 MBPS

Server

01

01

01

01

01

LAN Connection

129

129

129

129

135

Firewall Security

01

01

01

01

01

UPS Strength(big)

03

03

03

03

03

UPS Strength(small)

-

-

-

-

05

No. of Scanners

02

02

02

02

02

No. of LCD

06

06

06

06

09

Wi-Fi Access Point

04

04

04

04

05

LCD Screen

01

01

02

03

06

Reduction in the number of systems is because of change in computer -student ratio from 1:2 to 1:6, as directed by AICTE, New Delhi. Accordingly, the required number of computers is 60, as such the current ratio works out at 1:4

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[http://ajimmangalore.ac.in/wp-content/uploads/2022/05/4.3.1.pdf](#)

4.3.2 - Number of Computers

99

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

13334389

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

- **Institute encompasses sufficient number of well-furnished, well ventilated, spacious classrooms. Classrooms are air-conditioned and ICT enabled with Multi-media facilities. Entire Institute campus is under CCTV surveillance ensures the safety and the security of all students, teachers and equipment.**

- **Institute has fully air conditioned computer lab equipped with 74 systems with LAN connectivity. Institute has a Business Lab equipped with web cam connectivity which helps the students in their interview process. Lab is used for conduct of Online Aptitude test and other placement related activities.**

- **Students are encouraged to use e-resources like DELNET, National-Digital Library, Z-Library for their presentation, assignment and for downloading reference books. Library is also equipped with 10 computers to enable students to access E-resources.**

- **Institute has Wi-Fi connectivity of 100 Mbps which helps faculty and students with faster and un-interrupted internet connectivity.**

- **The Trust makes arrangements for the Maintenance of land and building of the Institute and the Institute makes arrangement for the maintenance of furniture, equipment and computers through annual budget allocations.**

- **LCD and UPS are maintained through AMC. Computers and other equipment'sare serviced through break-down calls.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/4.4.2.pdf

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

133

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

07

File Description	Documents
Upload any additional information	View File
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	http://ajimmangalore.ac.in/Expertlecture/
Any additional information	View File
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

167

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

167

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

53	

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

2

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

09

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

The Student Council of the Institute has a very efficient and effective structure in place to ensure that students are properly represented in various bodies and to organize all of the Institute's co-curricular and extracurricular activities. A significant contingent of roughly 252 students makes up the Student Council. It is made up of the Student Chief Executive, Student Deputy Executive, Secretary-General, Joint Secretary, Class Representatives from all classes, and the Office Bearers of Clubs and Associations.

The Student Council Advisor is a senior faculty member who serves as a mentor and coordinator for the Student Council. In Consultation with the Dean and the Director, the Student Council Advisor plans and schedules co-curricular and extracurricular events at the start of each semester.

There are 36 Clubs and Associations that provide various functional activities. A faculty member and two student coordinators from each class oversee each Club/Association. Expert Lectures, Preparation of Short Movies, Inspirational Movie Review Sessions, Open Discussions on Current Issues, Conduct of Open

Assembly, Intrafest, Representation of Institute in various fests organized by other institutions, and E-Symposium are some of the academic, co-curricular, extracurricular, and socio-cultural programmes that the Student Council has organized.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/5.3.2_.pdf
Upload any additional information	View File

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

03

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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

The Institute's Alumni Association has made a substantial contribution to the Institute's success and development. The Alumni Association enrolls all of the students who have graduated and Institute has charged a membership fee of Rs.100 per student. The Institute has an 'Alumni Meet' every year during Annual Day Celebrations.

The Institute recognizes alumni contributions in cash and is kind to the Institute's advancement as follows:

- **Alumni are invited to share their extensive industry expertise with students at the Institute on different occasions**
- **They also help the Institute with Summer Internship Programs and finding suitable jobs for our students**
- **Institutes professional network page in LinkedIn is been created and Alumni are requested to join the network**
- **For the Internship programme, the Institute has signed an MOU with alumni**

Mr. Deepak Rao, Proprietor, SIMPLUS Financial Consultancy Pvt Ltd, Bangalore,

Mr. Shafeeque, Nalapad Furniture, Kasaragod and Mr. Nithin, Ocean Line Shipping Company Pvt Ltd Mangalore

- **Mr. Milton Dsouza, helped in strengthening the relationship between Fortis hospital Bangalore and the Institute with respect to internships and Campus Placement activities**
- **Ms.Shreyishta P Kumar, has been offered the Talent Specialist-Intern role for students at Xpheno Bangalore**

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/5.4.1_.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

The Institution to be the centre of excellence in Management

Education by continuously benchmarking itself against the WORLD's best. As an institution with a difference, it looks beyond its boundaries and strives hard to achieve better of the best in Management Education.

Mission

Our mission is to impart value-based Management Education, designed to prepare young men and women for leadership positions in corporate and non-corporate sectors through a relentless pursuit of excellence in teaching, research, consultancy, management development and industry-institution interaction in the country and abroad.

The Institute is functioning under two supervisory bodies-

A. Governing Council:

The Governing Council (GC), headed by Dr A. J. Shetty, President of (LMET), lays down the guidelines for the administrative policies, practices and procedures related to all activities of the Institute. Vice President- Sri Prashanth Shetty and Director of the Trust- Mrs Ashritha Shetty guide the activities, and Directorof the Institute executes these activities.

B. Academic Advisory Board

Academic Advisory Board (AAB) - which comprises representatives of the Trust, Academia, Industry and University - advises on the academic matters of the Institute and plays a very significant role in designing the academic activities of the Institute.

B. IQAC

IQAC of the Institute consists of members from Management, Academic External experts, Members from Industry, Alumni, PTA, Academic Dean, Student council, Faculty representatives and Student representatives are the members of the cell. This cell conducts meeting once in a year and receive suggestions from the members regarding quality enhancements programme at the Institute.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/04/Mandatory_Disclosure_2022.pdf
Upload any additional information	View File

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

The institute believes in segregating work among all members and delegating powers to them so that they can perform their duties in a well formed manner. The institution practices decentralization and participatory management in keeping with its belief in collective leadership and democratic values. The Director, Dean Academic and Faculty members are responsible for academic and administrative leadership of the institute. Director conducts meetings of various committees to discuss and review academic and administrative issues.

- **Director The Director is the head of the institute who looks after all the administrative and academic activities. He is responsible for academic planning, its implementation, monitoring and stream lining of the academic processes. The Director ensures that regular day-to-day operations are properly conducted through various monitoring mechanisms.**
- **Academic Dean: is the highest ranking academic official in the institution, next to the Director. The Dean provides strategic direction, academic planning, leadership and administrative oversight to achieve the highest standards in the Management studies.**

There are 36 different committees with well-defined functions that give academic and administrative leadership to the institution. A committee comprising of Management, Director and faculty members is responsible for holistic development.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/04/Mandatory_Disclosure_2022.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective and strategic plan is developed by the Internal Quality Assurance Committee. The Institution works to accomplish the perspective plan. To accomplish the desired goal of institutions the management of the Institution, Internal Quality Assurance Cell, director and faculty members and various committees works and non-teaching staff on the perspective plan. To accomplish the strategic and perspective plan the institutions conducts meeting of the concern committees and perspective plan is put on the floor for the open discussion. After the discussion and feedback from various stakeholder the perspective plan is approved by the Management, Director and IQAC. Institute strategic plan for present and future includes the following:

- University approved curriculum is strictly adhered to and faculty members and students are encouraged to take up online short term courses to enhance skills and technical abilities.
- Presenting research papers at reputed institutes by students
- Sponsoring faculty members and students to National/International level events
- Sign MoU with industry for training, interaction, inviting experts for interactive sessions.
- Organize Workshops/Training for Faculty/ Organizing Conferences
- Introduce Certificate/Value Added Courses like SAP Guest Lecture,
- Industrial and Field Visits, Alumni interaction
- Training of Non-teaching staff by conducting Staff Development Programme
- Internships and Industry based projects for students

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/6.2.1.pdf
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 organizational structure of the institution is given below.

GOVERNING BODY

- Review academic and other related activities of the College
- Consider new programs of study for approval of AICTE
- Pass Annual Budget of the College

VICE PRESIDENT/ DIRECTOR - TRUST

- Looks after the Administration, development of education, growth & expansion of the institution.
- Coordinates between the sponsoring Society, College Management and the other systems of the college.

DIRECTOR

- To prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required.
- To ensure to prepare the budgets in the prescribed form for every calendar year & for the next academic year.

VARIOUS COMMITTEES

- Every committee constituted at college level and department level have the faculty member as an In-charge with two or more faculty members as committee members.
- Committee In charge will look after the committees program and operation.

ACADEMICS DEAN

- Allotment of subjects to faculty members based on experience

- **Conduct internal and in charge of semester examination**
- **Review teacher's methodology and giving guidelines in area where required**
- **Preparing time table and checking and monitor faculty work dairy weekly basis**

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/04/Mandatory_Disclosure_2022.pdf
Link to Organogram of the institution webpage	https://ajimmangalore.ac.in/about-us/
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	View File
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 institution has effective welfare measures for teaching and non- teaching staff

Teaching

- Handsome salary for the faculty
- Provident Fund facility for all
- Medical assistance through A. J. Hospital and Research Centre
- Provision of holidays as per the University calendar and CL/SL/EL facility as per the Trust rules
- Leave facility along with reimbursement of all incidental expenses, incurred in connection with attending conferences
- Organizing Faculty Development Programmes at the Institute every year
- Laptop for every faculty
- Financial assistance for research and publication activities
- Research facility through Research Centre for individual growth.
- Assistance to the Faculty in procuring research grants from the Government and other organizations

Non teaching

- Transport facility for teaching and non-teaching staff
- Earned Leave
- EPF
- Maternity Leave are provided
- The Institute provides college uniform to non-teaching staff

Students

- Cash prizes are awarded to rank holders of university examination.
- Industrial trips are organized and several workshops, training sessions are conducted for their overall improvement.
- In campus girls hostel facility with quality housing facility.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/6.3.1_.pdf
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

07

File Description	Documents
Upload any additional information	View File
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

02

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

12

File Description	Documents
IQAC report summary	View File
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

- **Teacher performance evaluation by students:At the end of each semester, Institute collects the feedback from students on curriculum and syllabus completion through a structured questionnaire, administered among the students at the**

- computer lab/through google form and made to record their opinion on different dimensions.
- **Student Satisfaction Survey:** Every year Institute conducts a student satisfaction survey (SSS) from final year students through a questionnaire.
- **Exit interview:** Exit interview provides for an occasion to evaluate the overall performance of the Institute. Director of the Institute conducts face-to-face exit interview from the students and the feedback is been used to future improvements of the Institute.
- **Performance assessment through Suggestion Box:** Feedback received from the students through Suggestion Box, kept at the entrance of the Institute. Workable suggestions are implemented at right time.

- **Programme feedback appraisal:** After completion of each programme, The Institute collects the feedback from the participants and based on the results, apt suggestions are offered with regard to their planning and organizing.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/feedback-2/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The accounts of the Institute are audited regularly as per the Government rules. An internal auditor, audits our accounts every quarter. He checks cash receipts with fee receipts and payments with vouchers and necessary supporting documents. He also ensures that all payments are duly authorized. But the external auditor conducts Statutory Audit at the end of the financial year. The report of external auditor for last five years along with audited Balance Sheet and Income & Expenditure account is enclosed

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/6.4.1_.pdf
Upload any additional information	View File

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)

0

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)	**No File Uploaded**

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

The major source of Institutional receipt/ funding is from tuition fee collected from students and the financial grants given by Laxmi Memorial Educational Trust. At present, the Institute does not receive any grant from Government. The Institute also earns additional income from Computer lab for allowing various institutions to conduct various online entrance exams and semester exams every year. To organize special events such as National Confernce, sponsorships are collected from private/ Public and Alumni members.

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

Proceedings of IQAC meeting

Action Taken Report

Conduct of Aptitude Test in Online / Offline mode in the beginning of III Semester

Online Aptitude tests were conducted through India Bix.Com and 3 days offline aptitude tests were conducted.

Introduction of Business Analytics in the MBA programme

Faculty with guidance of Academic dean have prepared a syllabus on Business Analytics and was forwarded to the University to consider and introduce in First Semester. University has introduced the same for current batch in the First semester.

Conduct of Webinars & National / International Conference through Online mode involving students, faculty and Industry experts

A International E-symposium was organized on the theme COVID 19 Disaster- Rejuvenation of socio-economic and educational spheres, Two day online faculty development was also organized on Value enrichment of Online teaching & learning

Vaccination Camp

Two COVID vaccination free drives were organized in AJ Engineering campus for the benefit of students, staff of the Institute and Trust

Strengthening ICT requirements to facilitate the conduct of Online classes

WiFi facility is strengthened from 32 mbps to 100mbps. 3 XP- Pen Deco Digital graphics drawing pen tablets were purchased to help in the conduct of online classes.

File Description	Documents
Paste link for additional information	http://ajimmangalore.ac.in/iqac/
Upload any additional information	View File

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning

Process.

- **The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.**
- **All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities.**
- **All students are provided with the Student Diary that provides all details relevant for students.**
- **Students are apprised of the Time-Table, Programme structure, syllabus of the courses before the semester commences.**
- **Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process.**
- **Feedback from students is also taken individually by teachers for their respective subjects**
- **Students are also free to approach the Director of the Institute for feedback and suggestions.**
- **Feedback is properly analyzed and shared with the Director, Deans, and individual faculty members.**
- **The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/2.6.3_Annual_Report_2020-2021.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File](#)
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

Annual Gender Sensitization Action Plan

- **Women's Day Celebration**
- **Felicitation of women entrepreneurs and achievers in various fields**
- **Conduct of sessions on corporate culture, Cybercrime, women health and wellbeing Personality development etc.**
- **Awareness programme and campaign on Women rights and Gender equality.**

- **Institute conducts meetings regularly with the representatives of anti-harassment women cell on the gender issues.**

Safety and Social Security:

- **To ensure the safety of girls, 36Closed Circuit Cameras are installed covering class rooms, lounge, corridor, canteen etc., with display in the Director's chamber.**
- **Anti-Ragging Committee functioning in the Institute, visits the hostel, if necessary, to ensure safety of the students.**
- **Ambulance service is provided by our sister Institute A.J. Hospital and Research Center, situated in 0.5 kilometer from Campus**

Counseling:

- **Separate counseling sessions for girl students are organized on safety, health and hygiene issues, under the guidance of Women Cell of the Institute.**
- **Further, periodic meetings of Women Cell are held to discuss problems, if any.**

Common Room:

A common room facilityis provided in the Institute with basic infrastructural facilities such as First Aid Kit, good ventilation for fresh air, good lighting and a bed facility.

File Description	Documents
Annual gender sensitization action plan	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/7.1.1_.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://ajimmangalore.ac.in/facilities/

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/	D. Any 1 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Solid Waste Management

The Institute has a campus of 2.5 acres of land with greenery around, accommodating a canteen and one hostel with 500 girl inmates. Institute has Vermi-composting unit, to make an effective use of dry leaves, paper waste and vegetable waste generated in the canteen, hostel and in the campus.

Liquid Waste Management

With the long-term objective of 'Save Water, Save Life, the institute has established Sewage Water Treatment Plant in the campus. The daily consumption of water in the campus is 58.500 Kilo Litre per Day (KLD) and is obtained from bore well and public water supply. After treatment of this sewage water, nearly 50.400 KLD water is available and is used for gardening and for flushing in the wash rooms of the institute. Recycling of water helps in reducing the consumption of water in the campus. Excess water discharged to the underground drainage is free from hazardous chemicals and bad odor, which helps to protect the environment.

E-Waste Management

E-Waste Management is done by disposing through buyback/sale practices.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
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	C. Any 2 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 4. Ban on use of plastic 5. Landscaping	D. Any 1of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	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	D. Any 1 of the above

14-07-2023 11:28:13

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	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	**D. Any 1 of the above**

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

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

With the novel idea of enhancing of knowledge and skills as well as for imparting values among the students, the Institute organizes a large number of activities through different Clubs and Associations. These varied activities provide hands on experience to the students and taught them how to plan, organize, coordinate,

supervise, control, articulate, communicate, work in a team, motivate (self and others), develop sense of responsibility, reasoning and so on.

Issues of social concern such as gender equality, environmental sustainability, human values, professional ethics, human rights etc., are taught to the students, through organizing workshops expert lectures, short movies, cultural events, interactive sessions, socio-centric social surveys and festival celebrations on the above mentioned themes.

Institute has made an attempt for implementing the activities through a blend of offline/online platforms. Activities conducted are as follows

Effective Resume Building

07-08-2020

Power of LinkedIn

17-08-2020

Business Plan

15-10-2020

Motivation to achieve your dreams

13-01-2021

Corporate Culture

18-02-2021

Awareness on Fire & Safety Emergencies

18-03-2021

Menstrual Hygiene Session

25-03-2021

Women Health & Well Being

29-03-2021

Covid Scenario: Precautions, Prevention and its Treatment

28-05-2021

Cyber Safety & Equality

25-06-2021

Drug Abuse & Human Trafficking

16-07-2021

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

Code of Conduct for students to be signed during admission which gives the students the information on the dress code, attendance, discipline, how students should use public properties and so on which guides the students towards making a responsible citizen of India.

Institute's mission is to impart value based management education, designed to prepare young men and women as a responsible citizen of India. Apart from the regular course contents, Institute has added an essential subject titled Soft skills for Managers which gives an understanding of professional ethics, value systems, interpersonal skills, body language which is an important element in shaping the students as a responsible citizen.

Institute makes an attempt to provide themes on socio-centric issues while students portraying their short movies and inspirational movies. The Institute also conducts social surveys on social-centric issues and prepare a report on the same.

Institute has an Outreach and Extension club which organizes activities like orphanage visits, special school visits for students and faculty. Charity contributions are made in cash and kind to imbibe social and other human values among them.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ajimmangalore.ac.in/Expertlecture/
Any other relevant information	http://ajimmangalore.ac.in/otherevents/

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	B. Any 3 of the above

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

Sadbhavana Divasor Harmony Day is celebrated to commemorate the birth anniversary of the former Prime Minister of India late Rajiv Gandhi on 20th August every year, with a mission to show good feeling to others. On the said day, students are administered with an oath, pledging to work together regardless of caste, religion or language and resolve all differences through dialogue without resorting to violence.

Likewise, the Institute also observes Teacher's Day, commemorating

the birthday celebration of former President of India, late S Radhakrishnan.

International Women's Day isan occasionto celebrate the progress made towards achieving gender equality and women's empowerment. Institute celebrated Women's day and organized an expert lecture on the theme Women Health & Well Being to the female students and staff of the Institute have participated in the event.

With an intention of creating oneness among the students forgetting all differences in respect to caste, creed, colour etc., the Institute celebrates Onam, Dasara, Deepavali and Christmas every year, by organizing series of activities.

Further, to make our students and faculty to inculcate human values, the Institute organizes activities such as presentation of inspirational videos on great personalities, visits to orphanage centre.

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	No File Uploaded
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.

Sewage water treatment plant

Objectives of the Practice: The main objective of the practice is to protect the environment; social economic and public health from the pollutants.

The Context: After treatment of this sewage water, nearly 50.400 KLD water is available and is used for gardening and for flushing in the wash rooms of the institute.

The Practices and Uniqueness:

This practice of recycling of water has aided in reducing the consumption of water nearly by 30000 litres per day in the campus.

Evidence of Success:

* It is seen that the campus is free from hazardous chemicals and odour, which helps to protect the environment.

Publication of Biannual Research Journal Anveshana

Objectives of the Practice:

• To contribute to the existing bank of knowledge with new additions

• To develop quality academic relations with other academicians and institutions

The Context:

With the novel idea of contributing further, our Journal embraces the domain of knowledge from various disciplines.

The Practice and Uniqueness:

The Publication Policy provides the inputs of publisher's details, ISSN Registration, review systems, composition of the Editorial Board, royalty for the articles and copy right.

Evidence of Success:

* Uninterrupted Publication for seven years without any break and delay.

File Description	Documents
Best practices in the Institutional website	http://ajimmangalore.ac.in/wp-content/uploads/2022/11/Bestpractices_2020-21.pdf
Any other relevant information	http://ajimmangalore.ac.in/wp-content/uploads/2022/05/7.2.1.pdf

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

As per our Vision, business education is the process of imparting knowledge that is essential, skills that are relevant and values that are foundational. Further, fact remains that business education has to provide two kinds of knowledge that is 'how to think' (knowledge component) and 'how to live' (skill component). The distinct thought of the Institute is that, success of a student at our Institute not only to be decided by the marks or CGPA he or she is scoring, but also to what extent he or she is transformed over the four semesters by imbibing the skills and values.

With the novel idea of enhancing of knowledge and skills as well as for imparting values among the students, the Institute looked beyond its boundaries and strived hard to achieve the better of the best in management education, as it is reflected in our Vision. With this intension, the Institute organized 18 online programmes on various issues and webinars were also conducted on cross-cultured programmes including national conference. These activities provided hands on experience to the students and taught them how to plan, organize, coordinate, supervise, control, articulate, communicate, work in a team, motivate, develop sense of responsibility and reasoning.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future Plans of Action for Next Academic Year

Introduction of Quality Enhancement Initiative through Teaching Learning Practices Manual. TLP includes

- Course File System
- Student Progress Tracker
- Application of Rubrics for Formative Assessment.