YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution AMC GROUP OF EDUCATIONAL INSTITUTIONS

- Name of the Head of the institution Dr Byju K

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 9995427765

- Mobile no 9495562472

- Registered e-mail amcottapalam@gmail.com

- Alternate e-mail amcottappalam@gmail.com

- Address AMC Building, Kothayur Road, Manisseri,

- City/Town Ottapalam

- State/UT Kerala

- Pin Code 679521

2.Institutional status

- Affiliated /Constituent Yes

- Type of Institution Co-education

- Location Rural

- Financial Status   **Self-financing**

- Name of the Affiliating University   **University of Calicut**

- Name of the IQAC Coordinator   **Jisha K**

- Phone No.   **8606261381**

- Alternate phone No.   **8606261381**

- Mobile   **8606261381**

- IQAC e-mail address   **iqacamcotp@gmail.com**

- Alternate Email address   **amcottapalam@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://amc-college.com/naac-documents-1

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://amc-college.com/admission-%26-calender

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.79**	**2022**	**26/04/2022**	**25/04/2027**

6.Date of Establishment of IQAC   **02/08/2018**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NOT APPLICABLE	**NOT APPLICABLE**	**NOT APPLICABLE**	**NOT APPLICABLE**	**0**

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

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   5

- 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)

- Got accreditation from NAAC with B++, Grade point 2.79 and became the first self-financing Arts and Science College in the district of Palakkad Kerala

- Complete shift over to new ERP system" Necttoss" with full automation.

- Offered advisory and assistive support for the research, and extension.More than 90% of faculty published articles in UGC Care list journals

- Organized more activities for campus sustainability and started Health and Yoga Club to enhance the Physical and Mental Fitness of students during post Covid period.

- Submitted all necessary documents to UGC, for getting 2f status.and received 2f status on 26th October.

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

     23-12-2022 05:35:15

Plan of Action	Achievements/Outcomes
Renovation of Computer Lab	Scrapped old computers and replaced with new one
NAAC Accreditation	Got accredited with B++
Indroduction of Health and Yoga Club	Activities like seminars, Workshops, Online demonstrations, and practices were carried on.
Promote Research and Publications among Teachers	Financial Support from Management for publishing Articles
Sof-skill enhancement	Activities were conducted to improve the leadership and communication skill of students
Placement Drive for Final year Students	It was conducted in the month of May
Feedback	Analysis of the feedback were prepared and submitted to CGC.

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

- Name of the statutory body

Name	Date of meeting(s)
College Governing Council	01/12/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	AMC GROUP OF EDUCATIONAL INSTITUTIONS
• Name of the Head of the institution	Dr Byju K
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9995427765
• Mobile no	9495562472
• Registered e-mail	amcottapalam@gmail.com
• Alternate e-mail	amcottappalam@gmail.com
• Address	AMC Building, Kothayur Road, Manisseri,
• City/Town	Ottapalam
• State/UT	Kerala
• Pin Code	679521
2.Institutional status	
• Affiliated /Constituent	Yes
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	University of Calicut
• Name of the IQAC Coordinator	Jisha K

• Phone No.	**8606261381**
• Alternate phone No.	**8606261381**
• Mobile	**8606261381**
• IQAC e-mail address	**iqacamcotp@gmail.com**
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- Name of the statutory body

Name	Date of meeting(s)
College Governing Council	01/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	31/03/2022

15.Multidisciplinary / interdisciplinary

With NEP, the Government of India has enabled to create an ecosystem that can offer multidisciplinary education and bring in fundamental changes in learning and development in India.students because to acquire 'in demand' knowledge and skills for a successful job, interdisciplinary studies are highly recommended.

And appreciable Moreover, students will get an opportunity to take graduation in both Arts and Science stream. They can also opt graduations in new streams along with traditional courses. The affiliating University should have clear-cut guideline regarding multidisciplinary options.The affiliating University should take care that the students do not get confused about choosing the subjects and courses.

16.Academic bank of credits (ABC):

ABC promotes student-centric education. It helps in implementing inter-disciplinary approach and enables students to learn at their own pace. Even if a student takes a break or is not able to continue their education, they may redeem the earned credits in the future within the time limit of seven years. ABC will be very fruitful for rural students, as many of them usually stop their higher studies in midway due to financial difficulties. Those students can continue their Studies when they become financially safe. The certificate received after completing his first year will be helpful for him in job placement. Its very appreciable system and currently ABC is applicable only through Institutions having Grade A and above, this may Cause disparity among Institutions.

17.Skill development:

The future labour market situation of young persons is highly influenced by their initial experiences, including how quickly and how well they can access the labour market, and the skills and competencies acquired through education and training. Skill development initiatives offering training, skilling, upskilling, and reskilling of millions of people may not reap the desired outcomes if the foundational and incremental education is highly tilted towards rote learning rather than applied learning. Institution will try its best to associate with Government agencies for approved certificate courses for skill enhancement area.

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

Integration of Indian knowledge system will help to reduce the westernization, Excessive privatisation existing in present education system. We need to incorporate Indian Knowledge and Tradition in the fold of education in such a way that it becomes our 'way of life'.
Indian culture, Tradition and Art forms has to be first educated among Indian and the same has to be channelled to other citizens,

globally.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Outcome-based education (OBE) is an educational delivery model that focuses on mapping, measuring, and achieving predetermined educational goals to help students learn, develop, and nurture skills that would help them grow in their professional as well as personal life. The affiliating University should chalk out a well defined outcome based curriculum by in corporative expert committees and through brainstorming sessions with academicians and industry experts.
20.Distance education/online education:
The creation of open digital infrastructure in the education sector which can be used by multiple platforms and point solutions, to solve for India's diversity, complexity, and device penetration, The Online Education system like SWAYAM, E PATHASHALA, SWAYAMPRABHA, MOOC etc. will ensure that the technology-based learning easy and accessible. Students can obtain online certification in interested areas at low cost.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**179**

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

2.Student

2.1 Number of students during the year	**965**

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	**94**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**281**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**35**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**4**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**57.84846**
4.3 Total number of computers on campus for academic purposes	**33**

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

All the programmes taught in the college are affiliated to University of Calicut and hence, all departments are required to implement the syllabus prescribed by the University of Calicut. The Academic Council headed by the Principal and senior Faculty Members draws up a detailed timetable which efficiently deploys the units of time for academic and co-curricular purposes. A balanced timetable incorporating time schedule for international video conference lecturing on theory papers, problem papers, tutorial, ICT, life-skill, value education and certificate courses is arranged thereby ensuring a balance between the different types of engagement a student is expected to participate. The departments strive for effective curriculum delivery through a combination of time-tested and innovative methods. The apportioning of subjects is done democratically through discussion and deliberations among faculties in departmental meetings. Faculty members take utmost care to complete the syllabus in time. Periodic meetings of IQAC, meetings of Department Heads with Principal and General staff meetings take stock of the progress of teaching learning. The college is well equipped with smart class rooms, virtual class rooms, audio-visual and other ICT facilities which are extensively used by teachers in day to day teaching to make delivery of the curriculum attractive to students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The institution adheres to the academic calendar for the conduct of CIE

The institution always believes in effective time management and timeliness. The Academic council prepares the final academic calendar in line with the academic calendar published by the affiliating university prior to the commencement of forthcoming semester.

The finalized academic calendar is displayed on the notice boards

of the departments and institution's website. Any changes in the academic calendar due to unforeseen developments are communicated to the students. Based on academic calendar, all faculty members prepare lesson plans, and topics to be handled, and ensure unit-wise completion as per internal exam dates. Faculties must strictly adhere to the academic calendar.

The Institution sticks to the academic calendar published by the University for Respective Courses which allows teachers and students to space-out their teaching and learning assessments.

The academic council monitors the uniform coverage of the syllabus in each class. It has prepared a standard format for this purpose.

The information is reviewed by general staff meetings and measures are suggested in case of any obstacle (unforeseen causes, personal reasons of the concerned teacher, understanding level of the students of a certain class, etc.) in the coverage of the syllabus.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 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

7

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

11

File Description	Documents
Any additional information	View File
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

841

File Description	Documents
Any additional information	View File
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

The College follows the syllabus of the university of Calicut hence has limited freedom in the choice of courses. However, many courses in the programmes are linked directly or indirectly with the above area. Elective courses are chosen in the relevant areas whenever possible. Various courses taught in this period are related to gender, environment, human values and professional ethics. Certificate Programmes, Skill Enhancement Courses and Value-added courses orient students towards Professional ethics. Nature club are closely associated with environment conservation and WDC Cell is doing many activities of women empowerment. Observance of days of relevant are celebrated by the students in association with respective clubs. students react on current issues through AMC news letter. Various gardens, nature camps and field visits help students identify the realities behind environment conservation. Cultural events, talks, debates , discussions by Clubs, Cells and Forums enrich students. Environment Studies, Disaster Management, Human Rghts and Gender Studies are offered as the audit course for UG.

File Description	Documents
Any additional information	[View File](#)
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

7

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

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

801

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	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	**No File Uploaded**

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	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

368

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

75

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

- Student Motivation And Real Transformation (SMART) is a special Program for Advanced learners to meet scholors and enrich their knowledge about the global world.

- Iniatives have taken to meet the entrepreneurs & Inudstrialists for advanced learners to make an indepth study of successful entrepreneurs with a view to identify and evaluate their business strategies.
- Research Forum a platform for students ,aim to help them, to present and publish papers and to discuss latest issues in their discipline. It is to help the students to develop themselves with the aptitude of research.
- Online Question Bank . Advanced learners initiates to prepare online question bank for almost all subjects and it is circulated with other students to make their learning ability easier. It helps the advanced learners to experience the preparation of questions which increases their learning capacity.
- The Library offers resource materials to prepare competitive examinations.
- Total Improvement Programme TIPS
- Remadial Class
- Peer Teaching
- Question Banks

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

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

Number of Students	Number of Teachers
965	35

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

- ROLEPLAY
- VEDIO PRESENTATION
- WORKSHOP ON ACADEMIC WRITING.
- TECHNO QUIZ COMPETITION

- BUDGET REVIEW
- SYNERGYs.
- TRAINING ON MAT & SCRUB MAKING :Department of commerce organiseda training programme on mat makingfor students toenhance their skill in making products.
- INTER COLLEGE MOBILE PHOTOGRAPHY: Department of commerce conductedmobile photography competitionto bring out the hidden talents and to enhance the creativity amongstudents.
- RADIO JOCKEY COMPETITION: Department of commerce organised Radio Jockey competition to improve studentys attitude ,personnality and interactive skill.
- TRAINING FOR LED BULB MAKING: Entrepreneurial Development club conductedLEDBulb making training to enhance students skill & experience.
- A Talk on distributive justice and its relevence under Indian constitution: Department of Economics Organised Talk show on this topic to make an awareness about the relevence of justice.
-
- CASE STUDY :Department of Management conducted one day workshop on case study analysis to make the students experience practical problems.

- Problem solving methodology

- TRAINING FOR PROFESSIONAL COMMUNICATION SKILL: Department of Commerce organisedTraining on Professional communication skill development programme to improvepersonnel traits among students through role play.
- TRAINING FORSTARTING NEW ENTERPRISES: Department of Management organised a training session to give an explicit idea about to start new venture in the present industrial scenario.
- Club organised fitness training to make aware students about the importance of fitness in normal life.
- UDYOG: Department of Commerce Co ordinated a coaching for Copetitive examinations to enhance the mathematical, reasoning skill .
- TALK ON DISTRIBUTIVE JUSTICE: Department of Economics organised a seminar on Distributive Justice and its relevence to make knowledge regarding social justice.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Information and Communication Technology(ICT) is used by all teachers to support, enhance and optimize the delivery of information to students for effectivce teaching –learning process in the college. For the same teachers use the following ICT tools:

- LCD Projector : It is used in teaching learning process to make visual impacts for enhancing learning abililty
- Computers and Laptops: In college, faciliate a computer lab for students to enhance their knowledge in the field of information technology.
- Scanner and Printer : Internal exam Question Papers, e book materials are prepared by using scanners and printers.
- Free e- resources : Students are provided "Digital Locker" facility through library to get e resources for their references in studies.
- Power point presentations: Teachers are taking sessions by using Power point presentations in classes which is useful to the students for further reference.
- Online Learning Platforms: All the students are using online platform for learning which are an integrated set of interactive online services to manage teaching – learning process and also to disseminate.
- Online video conferencing : Policom hardware and software is used for international video conferences to take sessions from various countries.
- Soft copy of Notes : Teachers are using adobe PDF for providing additional notes for the slow learners in remedial teaching.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

35

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

35

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

2

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

196

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.

Continuous Internal Evaluation system enhances the students overall competencies through regular monitoring and assessment. AMC Group of Educational Institutions has been affiliated to the University of Calicut and it strictly follows the rules and regulations prescribed by the University. To assess the students, the University recommend both an internal and external evaluation system. The College believes in the continuous evaluation of students for their sustained performance. Hence a structured evaluation process has been designed and implemented.

Internal Examinations: Students are well informed about the internal examination and conduct a centralized mode of internal exam and within one-week results are published. If the students have any complaint regarding valuation and marks, they can approach concerned teacher and Department Head. If

they are not satisfied in the response they can approach college grievance cell, and it will be discussed by the committee and necessary steps will be taken to rectify the complaint.

College Calendar: According to the University Calendar College prepares an academic calendar and it is discussed in academic council and staff council. Later it is announced through departments .calendar includes all regulations regarding semester internal exams, APC, semester end.

Tutorial system: A one to one discussion is facilitated in this tutorial hour once in a month which is monitored

by the class teacher and it is a platform to discuss students' grievances and achievements.

Seminars, Assignments and attendance with class room participation are also taken into consideration for rewarding internal assessment marks.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

- Centralised Internal Examination:College conductsInternal Examinations at College level by following the procedures same as University Examinationstominimize the chance of malpractices and to get an experience of examination to the students.It is co ordinated by College co-ordinator.
- Academic council monitor the concerned Exams and makes arrangement for the transparent functioning of internal exams.
- Timely Evaluation : After Examinations answer scripts are valued within short time and return back to individual students forverifying their marks andto get a chance to consult the subject teacher to make correction ,If any.
- Publish the internal examination result in notice board.
- Progress Card System : PrepareProgress card for individual students to keep their progress reportto communicate with the parentsas their demand.
- Students Grievance cell &Complaint box : Any

grievancesrelated toInternal examination procedures including valuation can be reported to the concerned subject teacher ,Mentor,Class Tutor,HOD,Principal inthis order. If the concern is not addressed ,studentas can approch Grievence cell or put complaints in complaint box.

- **Attendence Report : Class Tutor prepare monthly APC and publish in college noticeboard to make alert the students to maintain proper attendence .**
- **Class PTA :Arrange class PTAand discuss the performance of students with their parents.Mentors alert the parents about the performance of students regularly .**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://amc-college.com/internal-marks%26programmes

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.

1. **Program outcome exhibits the end result of doing a specific program which will reflect the outcome of a particular discipline. Program specific outcome is the result of a special area which supports the student to reach higher studies in the same by sharpening his excellence. College has identified the Program outcome and program specific outcome and Course outcome of all program are communicated to teachers and students. College Communicate the details of Program outcome, Program specific outcome and course outcome by the following mode.**

- **Program Outcome, Program Specific Outcome, Course Outcome are displayed in website: College display the details of Program Outcome, Program specific outcome and Course outcome in college Website.**
- **Program Outcome communicate through prospectus: During Admission college provide a prospectus to each student which reflects the outcome of Program, Program specific and course.**
- **College calendar specify about Program Outcome, Program Specific Outcome and course outcome.**
- **Syllabus is informed to the students: Shares the soft copy**

- of syllabus and curriculum to each student as per the Scheme of affiliated University.
- **Orientation Program:** After the completion of first year admission every year college conducts a Three-day orientation Program. First day at College level provide a detailed idea about the Program Outcome, Program Specific Outcome and Course Outcome. In the second day at Department level and in the third day in the class level.
- **Bridge course is being conducted by each department**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

Program Outcome, Program Specific Outcome evaluation by the Institution: College monitor program outcome and program specific outcome on a regular basis and take necessary steps to measure the level of achievement. Program outcome is measured in terms of the placement and higher studies opted by the students.

- **University Result analysis:** University result analysis is carried, regularly soon after the declaration of university results. For this each department designate a teaching faculty to collect and evaluate the result on semester wise properly. A department level review is carried under the guidance of Department Head. After department analysis it is reported to IQAC under the chairmanship of Principal and appropriate steps are taken to corrective action.

- **Internal exam evaluation:** College take more attention with the continuous development of students through internal exam evaluation. In every semester college conduct internal examination in a centralized pattern. Results thus received and published through progress card and identify weak students and give proper attention to each course through remedial classes.
- **Feedback from Alumni:** College follows a system to collect feedback from alumni to understand the extent to which the course outcome benefitted them in their employment. College

> **also initiate to collect employer feedback from the students those are placed in different Industry.**
> - **Feedback from PTA :College always keep contact with PTA and collect feedback to get their satisfaction level about the course outcome benefit to their ward.**

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

2.6.3 - Pass percentage of Students during the year

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

255

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File]()
Upload any additional information	[View File]()
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://amc-college.com/survey%26welfare-activities

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)

2

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
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	**No File Uploaded**

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

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

0

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

3.2 - Innovation Ecosystem

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

The college ensures continuous improvement of students to mould

them as competent personalities in academics and non academics. The exploration of ideas enhances the skills in overall performance.Entrepreneurship Development Club organizes various activities like industrial visits, webinars and interactive sessions with successful entrepreneurs and club continuously impart the knowledge and skills towards production units of LED bulbs, soap powder, paper pen and cloth bag with innovative approach." Friday Stalls" are the next initiative of ED club.

Research Forum focused on upliftment of research among students for their publications and presentations. Academic advancement can be ensured through the fests conducted in department levels by including critical thinking activities and fun oriented analytical games to identify the talents and its best usage. "Parivarthan" "Synergy and "BECO" are some of them.

'Daksha ' journal of social science and management provides imperative knowledge on research articles among students . ECHO the newsletter of AMC, publishes brief discussions of activities querterly. Handwritten magazines of students is another platform to exhibit students talents . ICT enabled academic atmosphere, vocational training given on mat, envelope , scrub, etc adding values in learning process. Internship programs, exhibitions, and intercollegiate activities enhances students experiences in practical aspects.

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

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

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

17

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

31

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

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

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

1	

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

3.4 - Extension Activities

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

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development and impact thereof during 2020-2021

AMC Group of Educational Institutions organizes extension activities in the neighborhood community that sensitizes students towards community issues, gender disparities, social inequalities etc and inculcate social values and commitment to the society. The main beneficiary of the college is Vaniyamkulam Panchayath. NSS, Nature Club, Women Development Cell, Red Ribbon Club, Gender Equity Cell, Anti Drugs Cell together with all the departments devote themselves to this effort. The college is the forerunner in implementing various outreach and extention activities namely

. Swachh Bharat Abhiyan

. Graamya

. Near You And Around You (NYNA)

. Share and Care

. Hope

. Vimukthi

. Thanal

. Abhayam

.Saheli

The college has initiated major intervention programmes under different clubs like Women Development Cell, National Service Scheme, Red Ribbon Club, Social Service Club, Gender Equity Club and so on. These clubs different kinds of outreach activities like Waste Disposal Campaign, Financial assistance to needy people , construction of house in nearby locality, construction of compost pit, manufacturing and supply of LED Bulbs to nearby localities, cleaning campaign and visit to different orphanages in local community

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

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

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

2

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

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

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

37

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

950

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

4

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
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.

Class room:

The college has 24 ventilated class rooms with enough Seating facilities, and 10 out of 24 class rooms have LCD screens with WIFI Facilities. All class rooms equipped with black board and facilities like lights and fans.

Library:

A good library can help students improve their academic and general knowledge. We have a large collection of books, including reference books, text books, general reading books, and books for competitive exams.

International Video conferencing

AMC's management has implemented the international video conferencing facility in the college from 2009 onwards. The management has a truly committed team in Canada to provide necessary classes at any time. For this we are using Polycom Software with a special dedicated internet line.

Seminar Hall

The college has ICT facilitated Seminar hall for discussions, meetings etc. It equipped with LCD, projector and a good computer. The room is spacious and have enough seating facility for the teaching learning activities.

Computer Lab

The college has a fairly well-equipped computer Lab with 30 Computers. Various short-term ICT training programmes are offered by each Department to train students for employment in the IT sector.

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

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

The college has approximately 2.6 acres of capacious playground for football, cricket etc. And also have volleyball court, badminton court etc.

Health Club

Our college continuously strives to provide a healthy environment. So, college has a multi gym with sophisticated equipments like walker, power cycle twist machine etc. Students and staff use this facility and that promote excellent teaching and learning.

Cultural Activities

Cultural activity brings out creative side of the student. AMC conduct active and enthusiastic cultural activities promoted by different clubs like fine arts club, debate club, literary club etc.

Audio Visual Hall

AMC is gifted with cloud based international video conferencing from 2009 onwards. It is a distinctive feature of AMC. Management

of AMC ready to, interact with the students from different sides
of the world

Shantiniketan

Our college is promotes speech competition, debate competition,
communication game etc for students to develop their communication
skills. For promoting the skills, AMC is providing an open space
for the students called Shantiniketan. It is an open-air venue
used for entertainment, performances, and sports.

Other facilities

- The college has a rest room for the lady staffs and girl
  students to take rest during menstrual days and whenever
  they feel sick. The room is well equipped with the basic
  medical kit to meet emergency situations. Besides, the
  college has fixed a sanitary pad vending machine in the room
  and an adjacent washroom with incinerator.
- 3 Water filter cum cooler available for students and staffs.

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

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

13

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

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

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

89.96

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)

Necttos is our ILMS software through which books are issued and returned. Stock is also updated with Necttos. We are using 2.2.6 version of Necttos. Students and teachers can check the availability of books through online and can send online request and they can get the books by physically present at the library within 2 hours of online request.

Name of software – NECTTOS

Nature of Automation – Partly

Version – 2.2.6

Year of Automation - 2022

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	E. None 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)	View File

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

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

.24010

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

12.24

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

For the IT and WIFI facilities the college is providing the following

Office automation

For the smooth functioning of office working, the college is using Shersoft. It works in the field of fee collection, fees dues and all other fees related matters. For doing accounts we are using Tally software. For library purposes the college is using Necttos software.

Computer Lab

The college have a good computer lab with 30 computers. In addition, 3 laptops were providing for departments.System head will verify each system and updations are made at proper time.

WIFI and Internet

The college is providing free WIFI to the teachers and staffs. For this college is equipped with two BSNL connections and one from Rail wire net.

International Video Conferencing

This is our specialty for providing international classes with students through POLYCOM. The college started this facility from 2009 onwards. For this the college is using dedicated BSNL lines.

Other facilities

- The college has enough hard ware for supporting the academic and non-academic facilities
- ICT seminar hall for discussions, meeting etc
- 16 well working CCTV
- One printer for academic and non-academic purposes
- One dot- matrix printer for office purposes
- One scanner for academic and non-academic purposes

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

4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

38.08701

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.

POLICY ON REPAIRS AND MAINTENANCE

College has established systems and procedures for maintaining and utilizing Physical, Academic and support facilities. It also undertakes regular maintenance and periodic replenishment of essential facilities. College has an effective policies and

mechanisms for the upkeep of the infrastructure and other facilities so as to have optimum utilization of the facilities in order to have effective college functioning. The college has a comprehensive policy to maintain the infrastructure periodically. Hence, the management allocates needed funds for the maintenance of the physical, academic and support facilities. • Budget provisions are made for new as well as old facilities, repairs and maintenance. • Infrastructure needs are met by management at its self initiative,and other requirements are put forth by the departments to Principal and the college council directs the need to Management. . • Departmental requirements for new purchases and maintenance of old equipment is collected every year and approved by the Principal / Vice Principal as per the requirement • Stakeholders' suggestions are considered. • Office interprets and analyses the requirement on the basis of necessity, urgency, available funds and budget is prepared• The institution has annual maintenance contract for physical facilities and equipment which is maintained on a regular basis. •

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

199

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

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

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

36

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	https://amc-college.com/documents-1#1f9d25 4c-a086-429d-819c-3789f44e3f6d
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

435

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

435

File Description	Documents
Any additional information	View File
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

5

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

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

5.2.2.1 - Number of outgoing student progression to higher education

69

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

7

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

5.3 - Student Participation and Activities

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

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

16

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

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

AMC Group of Educational Institutions facilitates students' representation and engagement in various administrative, curricular, and extracurricular activities. Student committees, Student Union and College Union is present in the institution. As per the university guidelines, all College Union members are student representatives. All student related activities are carried out under the leadership of College Union and facilitated by a staff advisor. Student Union is given freedom and support from authorities to organize various programs under the leadership of Union Chairman. Cultural and Sports activities are coordinated by Arts Club Secretary and General Captain respectively. Magazine Editor collects articles from students for college magazine. University Union Councilor and class representatives serve as the voice of the students. Apart from these, cells, clubs, and forums are coordinated by two student coordinators. One coordinator position is reserved for girls to bring gender neutrality. Every year, Students Council conducts co-curricular activities like Union Inauguration, Fresher's Day, Arts, Festival and Cultural programs, Food festival, Department Association Activities, Celebration/Observation of National/International days, Sports Meet and Publication of College Magazine. Members of the Students'

Council represent the student community in academic and administrative bodies. Department Associations, NSS, Cells and Clubs have student representatives to express opinions and suggestions.

File Description	Documents
Paste link for additional information	https://amc-college.com/events-gallery-1#78be0982-711c-4843-9192-a63fb7351ac8
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

16

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

5.4 - Alumni Engagement

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

5.4.1 Alumni Association and Contribution

The Alumni Association of AMC Group of Educational Institutions fosters a spirit of loyalty and helps to promote the general welfare of college. It provides support for the college both financially and morally. The Association is the reflection of its past, representation of its present and a link to its future. On 14th June 2021, department of management co-sponsored with alumni association organized a one-day workshop on Case Study Analysis in

HR and Marketing and the resource person was our alumni student. A webinar on Ketogenic Lifestyle was conducted by Health and Yoga club in association with Alumni, on 24th June 2021, which provided basic information about Keto diet. Our college Alumni, in association with Physical Education department and NSS unit, organized a training session on Physical Fitness in Daily Life, in order to provide awareness on keeping body fit in our busy life, on 13th August 2021. An Iftar Party was arranged by 2017-2020 Alumnae batch on 24th April 2022. The programme paved way for the alumnae to recollect and cherish the memories of their college days. All teachers participated in the party and shared loving memories.

File Description	Documents
Paste link for additional information	https://amc-college.com/alumni-meet
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

The journey of every educational institution begins with a clear Vision, Mission and Values. The institution is backed by the vision of:

VISION

TO TRANSFORM RURAL YOUTH TO VIBRANT, RESPONSIBLE AND SOCIALLY COMMITTED CITIZENS IN THE SPIRIT OF EDUCATION AND EXCELLENCE.

MISSION

**BUILD MORALLY, PROFESSIONALLY, TECHNOLOGICALLY UPDATED FUTURE
CITIZENS.**

VALUES

CREATIVITY, COMPETENCY AND COMMITMENT

MOTTO

HAKUNA MATATA- IT MEANS "DON'T WORRY! BE HAPPY"

**To strengthen the vision and mission of the institution –
Principal, Vice Principal, IQAC, Faculty members along with the
stake holders work hard to fulfill it. The management of the
institution plays a pivotal role to achieve the same.**

**As part of transforming rural youth to vibrant, responsible and
socially committed citizens, the institution provides quality
education and NYNA (Social Service Club) conducts various
activities to inculcate social commitment among the students.**

**As mentioned in the mission, to build morally, professionally,
technologically updated citizens, the management has introduced a
polycom facility (video conferencing) within the campus from the
beginning itself. This is done to uplift the students as they are
coming from a rural background.**

**National Service Scheme along with various clubs and cells in the
college acts as a helping hand to enhance the moral values within
them.**

File Description	Documents
Paste link for additional information	https://amc-college.com/vision%2Cmission%2Ccorevalues
Upload any additional information	View File

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

**Culture of decentralization and participative management prevails
in the institution. In the beginning of every academic year all**

teaching and non teaching staff are assigned with duties of various clubs and cells and they are given due freedom to organize various programmes that are beneficial for the physical, mental and creative betterment of students. In a way this is a platform for the students to showcase their innate abilities and their social commitment. Management is actively involved in various activities related to students' progression. Students are provided freedom to approach the head of the institution and the management to fulfil their needs related to their academics and non academics. The suggestions from the students, alumni, PTA, teachers is considered by the management with due respect and is discussed with CGC. Al the decisions related to the upliftment of the institution is discussed with the CGC,College Governing Council which is the uppermost decision making body.Then the CGC approves the favourable suggestions put forward by the stake holders for the betterment of the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

AMC Group of Educational Institutions has a well planned and strategic decision for achieving the mission and its objectives. The Management always forsee the needs of its stakeholders and try to filter effective ways and methods to achieve it effectively. The college recognised the lack of apt playground for students for elevens. The Management clearly discussed the matter in detail, the need with all concerns and decided to invest a huge amount for the benefit of the students whose passion is to achieve a remarkable position in sports. Year by year they planned to invest the amount. By year 2022- 23 the college has a mission to transform it into a standardized playground, which will be beneficial for everyone. AMC family feels proud for providing a ground facility for the upcoming students to support them in their sports life. We wish sports passion students will bring many medals for the college, University, state and our country. Due to COVID protocols we could not utilise the ground as we planned but we wish we could do it in the near future.

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

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 college has well defined organizational structure which comes under Trisha Non-profit Organization established in 2003 for the upliftment of rural education . It includes managing committee, college governing council, Academic council, academic departments and administrative department.

The trust is headed by Meena Ramaswamy, Ramaswamy & Manikandan Ramaswamy. The managing committee under this trust executes all administrative as well as organizational duties as per their vision and policies. The college recruit teachers mainly concentrated in rural area and as per UGC norms.

College Governing Council is an apex body which meets frequently to take important decisions. It includes Principal, Vice Principal, Department Heads and one non-teaching staff. All the activities of the college comes under UGC norms and discussed in the CGC and passed to the managing committee and finally approved by CGC. All the major decisions regarding the staff appointment, internal administration of the college is taken by the College Council. IQAC is a significant body to monitor both system and quality of the HEI

There are three academic Departments and administrative wing to monitor day to day functioning of the departments. Head of each department take the responsibility regarding various academics as well as non-academic performance of the students. Our college has number of clubs to promote non-academic calibre of students like WDC, ED Club, SSC (NYNA) Nature Club, grievance cell, Anti Ragging Cell, Anti-Drugs Cell etc.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://amc-college.com/college-council-%26-chart
Upload any additional information	[View File](#)

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
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 welfare measures for teaching and non-teaching staff perfectly maintained in our college. Proper guidance and support is given to the faculty by providing all personal and academic requirements.

List of existing welfare measures

- **ESI & PF Scheme**
- **ICT Training & Workshop**
- **Duty leaves are sanctioned for attending seminar and workshop**
- **Institution grants maternity leave for eligible members**
- **Separate parking facility for thestaff**
- **Wi-Fi facility offered by the institution**
- **Awareness programs are conducted for teaching and non-**

```
                teaching staff
        •  Health club
        •  Community lunch
        •  Staff tour
        •  Refreshment programs
        •  New year program
        •  Festival allowance


The president of the club is the head of the institution and it
has one male and female coordinator.it has also an executive
committee which ensures welfare of all members of the institutions
and maintains a welfare fund in order to meet the financial
requirement of the members

Welfare fund is used to provide support in

        •  Wedding Gifts
        •  House Warming
        •  Medical Exigencies
        •  Honoring the staff
        •  Refreshment
        •  Farewell
```

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

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

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

7

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

6

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	View File
Upload any additional information	View File
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

2

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
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

A Proposal for 360 degree appraisal system has submitted in the academic year 2021-22 before College Governing Council.

PROCEDURES:

1. Employee should assess himself on each criteria's asked. After filling it (put tick mark) in relevant column, forward to your HOD'S personal mail id .keep a copy with themselves. (on or before 5th june)

2.HOD should share his comment on the respective form, be careful don't make changes in the entries made by employee and forward to the personal email id of general head. Faculty should keep a copy with themselves.(on or before 13th june)

3.General Head should express his/her views. Don't make any alterations in the comment made by earlier parties and forward the same to principals email id:principalamcoffice@gmail.com (on or before 23rd june).

4.Principal will forward summary sheet to the management of the college.

5. At the end summary sheet will be given to you by the principal, so that it will help you to bring improvisation.

This system will help the faculties for their self improvement and thereby the organization will be benefitted.

File Description	Documents
Paste link for additional information	**Nil**
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

AMC Group of Educational Institutions has a clear and systematic strategies to ensure the effective utilization of available fund and resources. The institution being a self financing college does not receive any capitation for admission and appointments. The students' tuition fee and fund allotted by Trisha Charitable Trust are the only source of fund. An effective committee is functioning in the college for planning and development headed by the College Governing Council. All the strategic decisions regarding optimum utilization and allocation of resources are taken by the council. AMC Group of Educational Institutions conducts internal and external audit regularly . An internal audit committee is functioning in the college which includes Principal and office staff.

Over the years chartered accountant V. Gopinathan & Co has played a pivotal role in guiding and advice the institution to carry out the audit of the institute in a seamless manner. Since the beginning the institution has been utilizing the services of V.Gopinathan &Co. The institution has been relying on services of external auditor. We haven't faced any objections regarding external audit till now.

File Description	Documents
Paste link for additional information	**Nil**
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

AMC Group of Educational Institutions has its own strategy for mobilizing fund. A well organized executive committee takes care of the effective utilization of available resources. The executive committee includes Principal and Directors. Being a Self Financing College, the only source of income is the tuition fees from the students. In emergency situations the trust give certain amount of money to carry out the financial expense of the institution. The fund is utilized for giving salary to staff, purchase library books and campus maintenance and beautification. A certain amount of money is spend for the maintenance of play ground as it plays a vital role in a students' academic life and to promote the sportsman spirit of rural youth. Our management is far sighted that they have a plan to give ground for the outsiders on a rental basis in the coming years. Thus the institution can mobilize fund through this way. There is no capitation fee for admission and appointments in our institution as it is governed by a Charitable Trust. Departments are given freedom to raise their own department fund by organizing food fest, selling products which is made by the production unit of each department to meet their own expenses.

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

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes.To achieve this CARE and Acharya Shreshta was initiated by IQAC. Co operative for Assistance and Relief Everywhere (CARE) was constituted in the college as a mental support for students. For this purpose a redressal committee was formed to take care of students troubles. To support students college has made MOU with ICCONS, an authorised central government organization doing counciling. To enhance the quality of teachers , IQAC initiated a faculty development programme named Acharya Shreshta. The programme aims to expertise various skills of teachers.

In the year 2021-22, IQAC recommended two quality assurance strategies - e governance in areas such as administration, finance and account, student admission and support and examination. After introducing this fully automated system administrative work of the institution has become simpler and easier and it has greatly helped to reduce paper wastage ,as students and teachers assigns and submits the academic work, its score and so on through this system. The system also helps to maintain the APC of the students in a perfect manner.

Another quality initiative of the IQAC is RESEARCH PUBLICATION. The cell motivated the teachers and decided to publish research articles every year. It is one of the prestigious practice for the institution.

File Description	Documents
Paste link for additional information	https://amc-college.com/research-%26-publications
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

IQAC reviews teaching learning process ,structures and methodologies of operations, learning outcomes at periodic intervals and records the incremental improvement in various activities. To measure the teaching learning quality IQAC implemented Remedial Teaching(TIPS) and Feed back system .

In the academic year 2021- 2022 IQAC came up with new experiential

learning techniques like Internship and Industrial visit. An internship can provide unique oppurtunities for learning outside of academic settings. It helps the students to attain additional learning skills. The CGC decided to conduct internship in each programme during their third or fourth semester . It helps the students to upgrade their career for a desired job title. It also provides real life experience and exposure. Industrial Visit provides students to interact with the industrial entrepreneurs and corporates. It is an opportunity for students to enhance their practical knowledge which will reflect in their future endeavours .It provides an opportunity for students to see and experience real work stations, plans,machines and systems.It opens a new venue for learning by seeing.IV is an opportunity for the students to learn what they have learned in their curriculum.

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	[https://amc-college.com/affiliation%26annual-report]()
Upload e-copies of the accreditations and certifications	[View File]()
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

Security services: An impeccable security service is provided for the protection of students and to avoid unauthorized entrance. Fire extinguisher is placed in the campus CCTV Surveillance: CCTV cameras are fixed at various places inside the campus for safeguarding and monitoring students. Grievance cell: A students grievance cell functions in the campus to identify and solve academic and non-academic student grievances. Anti-ragging cell: An anti-ragging cell take efforts to curb ragging and to make awareness among students. WDC: WDC conducts diversified programmes to promote girls' welfare and empowerment. Awareness classes on menstrual hygiene is provided. A complaint box is placed inside campus. Id card: An ID card is provided to students for travel concession and safety. In addition, there is an Ethics Committee to impart moral values, and SC/ST cell . Counseling: Counselling is provided to needful students in academic and non-academic matters. Common Room: Separate toilets for boys and girls and a rest room for girls with provisions for sanitary napkins , vending machine and incinerator is provided. As a co-educational institution equal representation in Union Council, cultural, sports and club activities are ensured. A well equipped gym facility is available for all students.

File Description	Documents
Annual gender sensitization action plan	https://amc-college.com/documents-1#ca917cd5-332a-42e9-83f2-25ccc914eb76
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://amc-college.com/documents-1#68deda6a-e43f-4d7a-9b27-fc3d7dde43e5

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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

The college management along with the Nature club and NSS implements effective Waste Management system in the campus to make its surroundings clean and healthy.

As part of green initiative, HEI always promote the waste management system and thereby ensures eco balance and hygiene. Nature club and NSS has conducted various awareness campaigns among staff and students on the importance of keeping natural resources uncontaminated through the reduction of waste generation. As part of plastic free campus, the college discourages the use of plastic items. The NSS has also constructed a Compost pit in the campus which also adds more backing to this best practice of the institution. Food, paper and plant waste is collected in the compost pit is turned to manure and used as fertilizer for plants. Besides, two bins have placed in the vital point of the college to dispose organic and plastic waste. The hazardous and recyclable items are duly handed over to scrapers. Bio medical waste is not being generated in the HEI , as it does not have science streams and associated lab experiments. E- waste is also of small amount as the HEI follows optimum use of electronic items. Liquid waste is directly collected in to separate pits and are naturally filtered.

https://amc-college.com/documents-1#36d2bf8a-61c7-471c-96aa-7ab9a23b9bcb

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

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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	A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 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	View File
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).

The HEI follows various policies and activities to ensure inclusiveness, integrity , harmony among students in academic, non academic and administrative activities. It follows positive policies in the case of giving preference to minorities, girls and disabled friendly students in the campus. It is evident from the

increasing rate of girl students and socially , economically backward students across five years . Likewise various students and teachers coming from different regions constitutes regional diversity in the campus. Mentoring and personal counselling services provided give students mental support and academic guidance for over all development.

A well functioning Grievance Redressal cell in the college ensures proper academic and mental assistance to students. SC/ST club gives proper information related to govt related scholarships. College offers two Second languages apart from English to uphold linguistic diversity. Literary club and Department of Languages conduct literary competition on multi languages.

Every year institution organizes communal events like Onam, Christmas, Eid for fostering communal harmony .Iftar party and food festival was held. Annual day, freshers day is organized .Students actively participate in sports, yoga training, fashion show which bring about harmony among the students. Equal opportunity cell usually visits palliative care units, old age home to provide emotional support and to evoke a feeling of empathy and compassion among the students towards society.

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	No File Uploaded

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

The institution celebrates both Independence Day and republic day by hoisting the national flag and conducting various programs to commemorate the freedom struggle and the contribution of brave leaders who sacrificed their lives to the nation. The clubs and cells such as National service scheme, Electoral Literacy club, Equal Opportunity cell, Anti-ragging cell, Anti-drug cell, Red Ribbon club, RTI etc. are functioning prominently in the campus. Electoral literacy club inculcates the value of voting right among the student community through giving awareness on national voter's day. Anti -ragging cell conducted awareness session on different

topics like law, justice, disciplinary rules and regulations for the students. HEI observed Harmony day to bring the feeling of unity and integrity among the students. NSS volunteers lighted candles for remembering the heavenly soul of Indian soldiers. Department of Malayalam conducted an awareness programme and took a pledge highlighting the rights and responsibilities of every one including the public and youth in tackling corruption. Red ribbon club conducted a flash mob and rally to create awareness about HIV. Right to information club provides awareness about citizens' right among public matters. HEI observed Gandhi Jayanthi by conducting programs of various kind, commemorating the priceless role played by our father of nation in achieving freedom.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://amc-college.com/documents-1#be5381cb-4f23-451b-b614-ee4d650dab46
Any other relevant information	Nil

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	A. All 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	No File Uploaded

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

The HEI gives utmost importance and reverence in observing International, National , Commemorative days and events and celebrating festivals in the campus to educate stakeholders on issue of concern to mobilize political will and resources , to address global problems and to celebrate and reinforce achievements of humanity. The Internal Quality Assurance Cell of the HEI has given proper direction to various Departments, Clubs and Cells to observe these days and events in the campus. International Yoga day , Independence day, Republic day, World Environment day , World blood donors day, Gandhi Jayanthi , International Disaster reduction day, National Voters day, World Aids day and so on are observed with al, its respect and gravity. Besides, various National , International and regional festivals such as X- mas, Onam, Deepavali, Eid , Keralapiravi and so on are also celebrated extensively in the campus and students actively get involved in all celebrations and enjoy it to the fullest.

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

7.2 - Best Practices

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

WASTE MANAGEMENT

The institution maintain a systematic waste management procedure in the campus. A Compost pit in the campus which also adds more backing to this best practice of the institution. Besides bins have placed in the vital point of the college for all to put organic and plastic waste. The institution is also following a 3 Bucket system in the campus to collect organic, recyclable and hazardous waste. The Nature club frequently gives awareness classes to students regarding responsible waste disposal. A positive change is visible regarding waste disposal.

SAVE SOIL

The terrain of the campus is steepy and chances are high for soil erosion. To preserve soil, metalling has done and a rock garden is constructed to prevent soil erosion from the upper part of the land. Besides a miniature of Sunderban delta is also introduced in a vital point in the campus to demonstrate the importance of preserving natural soil as it is.The members of Nature club have planted bamboo saplings along the two side of a channel constructed for collecting rainwater for recharging. There is a visible change in the decrease of soil erosion inside the campus and the storage of underground water increased due to the implementation of these plans.

File Description	Documents
Best practices in the Institutional website	https://amc-college.com/documents-2#0bd625e3-ddf0-4e08-aa0e-003cc587011b
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

DISTINCTIVE AREA – SANTHINIKETHAN-INTELLECTUAL CORNER

The HEI provides an intellectual corner for students in the campus as a perfect backing to explore the literal, artistic and intellectual skills of students. Therefore, the space is aptly named as 'Santhinikethan', exhibiting the lists of programs to be conducted there under the titles, Kalabhavana and Bhashabhavana. The name Santhinikethan has been perceived from the legendary vision of Rabindranath Tagore. Tagore's Santhinikethan is situated in Calcutta which gives utmost importance to nurture and promote the multifarious skills of its pupils. This spirit has been truly imbibed by the institution and has thus provided a peaceful and environment friendly arena for students to traverse through and to fine tune their cocurricular skills. Various Clubs and Cells of the HEI take great interest in conducting programmes of various kind in Santhinikethan, such as, poetry elocution, debate competition, extempore, drawing competition, reading competition and so on. As students admire this space to the core, they have turned it much more appealing by drawing Warli art on the wall,

which is a form of tribal art mostly created by the tribal people from the north Sahyadri range in Maharashtra. In a nutshell, 'santhinikerthan' has become a real distinctive feature of the institution as it itself speaks volumes about the institution's commitment towards its students to augment their myriad skills, which make them a complete human being.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

The HEI has undergone first cycle of NAAC accreditation and as per the feedback received from the peer team the college relaised the need for strengthening the area of research among the faculty. The HEI has decided to give training to teachers regarding the same. This initiative ensures the participation of all faculty members in this process and thereby to enhance scientific temper in them.As part of this a general orientation was given to the teachers by the Head of the Institution and divided the total faculty in to 10 groups. Continuous sessions on research publication on weekly basis was given to the members and also addressed the queries of the same and the HEI provided the complete financial assistance to publish the papers in internationally acclaimed UGC Care listed journals. And to follow this practice in the coming academic years also.