YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution Asan Memorial College of Arts amd Science

- Name of the Head of the institution Dr. T.S. Santhi

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 04422461418

- Mobile no 9444433305

- Registered e-mail asanedn@gmail.com

- Alternate e-mail info.amcas@asaneducation.com

- Address Velachery-Tambaram Road

- City/Town Pallikaranai, Chennai

- State/UT Tamilnadu

- Pin Code 600100

2.Institutional status

- Affiliated /Constituent Affiliated

- Type of Institution Co-education

- Location Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **University of Madras**

- Name of the IQAC Coordinator   **Dr. M.Jaya**

- Phone No.   **04422460186**

- Alternate phone No.   **9884139473**

- Mobile   **6381711033**

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

- Alternate Email address   **info.amcas@asaneducation.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://amcas.in/wp-content/uploads/2024/07/AQAR-REPORT-2022-23.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://amcas.in/wp-content/uploads/2023/09/AMCAS-calendar-2023-2024-final-1_compressed.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**72.75**	**2003**	**16/09/2003**	**15/09/2008**
Cycle 2	**B**	**2.87**	**2012**	**21/04/2012**	**20/04/2017**

6.Date of Establishment of IQAC   **16/03/2004**

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
Institution	**Bharath Language Festivel**	**Central Institute of Classical Tamil**	**2024**	**20,000**

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   `2`

- 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)

`IQAC collaborates with the various stakeholders of the institution to maintain academic excellence.`

`The academic calendar of the institution is chalked down in consultation with the Management, Principal, Heads of the Departments and faculty members along with various clubs and committee incharges.`

`Internal Audit for all the departments is scheduled and carried down by the internal auditors to ensure proper filing and documentation.`

`The students unrest is addressed through various programs which aims at giving awareness and providing motivation in their life.`

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

Plan of Action	Achievements/Outcomes
Faculty Development Program	IQAC organised FDP on Sustenance of Physical agility to all the faculty members of the college on 28th October 2023.
Special Programs for Anti Narcotics	Various programs were orgnaised on Anti Narcotics awareness for the students in association with NSS,YRC of college.
Internal Audit	Internal Audit is carried out for all the departments in the month of May 2024 by the Internal Auditors.
Specialized Programs	Various programs on spcialised topics for UG and PG students were organised to update the knowledge in their specialised fields and sectors.

13.Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Asan Memorial College of Arts amd Science
• Name of the Head of the institution	Dr. T.S. Santhi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04422461418
• Mobile no	9444433305
• Registered e-mail	asanedn@gmail.com
• Alternate e-mail	info.amcas@asaneducation.com
• Address	Velachery-Tambaram Road
• City/Town	Pallikaranai, Chennai
• State/UT	Tamilnadu
• Pin Code	600100
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	University of Madras
• Name of the IQAC Coordinator	Dr. M.Jaya

• Phone No.	`04422460186`
• Alternate phone No.	`9884139473`
• Mobile	`6381711033`
• IQAC e-mail address	`asaniqac@gmail.com`
• Alternate Email address	`info.amcas@asaneducation.com`
3.Website address (Web link of the AQAR (Previous Academic Year)	https://amcas.in/wp-content/uploads/2024/07/AQAR-REPORT-2022-23.pdf
4.Whether Academic Calendar prepared during the year?	`Yes`
• if yes, whether it is uploaded in the Institutional website Web link:	https://amcas.in/wp-content/uploads/2023/09/AMCAS-calendar-2023-2024-final-1_compressed.pdf

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• Upload latest notification of formation of	View File

IQAC		
9.No. of IQAC meetings held during the year	2	
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	22/02/2024

15.Multidisciplinary / interdisciplinary

An example of the implementation of multidisciplinary education is the way Non-Major Elective (NME) papers are managed. The University of Madras has authority over the curriculum and the courses available at the institution, which influences the extent of multidisciplinary education provided. The papers provide students with an opportunity to achieve a fundamental

understanding of the knowledge systems employed in various fields. Additionally, students from diverse disciplines can take papers like Personality Enrichment, a psychology course, to assist them in developing the social and life skills necessary for future success. The various departments at the institution are also providing certificate courses under the MHRD scheme for youth development. Students can opt for the course they desire and get an opportunity to attend classes in other departments and disciplines. This interdisciplinary atmosphere of inculcating education considerably improves their chances of employment.

16.Academic bank of credits (ABC):

Our college is affiliated to University of Madras. Affiliated colleges do not have separate Academic Bank of Credits (ABC) as the results are aggregated and published in the official result portal of the University of Madras. The University maintains all the information pertaining to the student about their credit.

17.Skill development:

Asan Memorial College of Arts and Science combines various strategies like workshops, work placements, and more to cultivate the necessary skills for securing employment. The Commerce department's C2C workshop helps students gain essential skills for employment. Students can also intern in relevant industries to gain firsthand experience of the work environment and acquire the essential skills needed for success in the job market. Placemnet cell of the college frequently organizes job fairs and recruitment events on campus, offering opportunities for students to utilize their skills in order to find jobs. This is significant because it enables students to explore the job market and acquire experience through interviews and campus recruitment events. The college is highly focused on providing students with soft skills training as a core part of the curriculum. The various skills required to succeed in the workplace range from interpersonal abilities to critical thinking. Students from every department are instructed in these skills, with the content tailored to suit the requirements of each individual discipline. Various certificate courses are conducted to enhance the skills of the students in their chosen field.

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

The institution strives to instill understanding of language and culture of India. Students are taught Indian

languages like Tamil and Malayalam by qualified staff in addition to their regular classes. Indian religious and cultural festivals are celebrated with grandeur and enthusiasm at the campus. Students actively engage in these events, allowing them to gain insights into various cultural systems in India. The campus student population is diverse in culture and religion, providing an environment for students to explore various Indian cultures by engaging with their peers. When cultural events and festivals take place on campus, this aspect of campus life is highlighted. The language department at Asan Memorial College of Arts and Science employs staff with knowledge of Indian languages to teach students about the complexities of various Indian languages and cultures. Even in non-Indian language classes like English, the significance of Indian language and knowledge systems is still emphasized. This is evident through the incorporation of Indian literary works such as drama, poetry, and prose in English translations into the English curriculum, exposing students to a variety of Indian literary forms. The institution shows a strong commitment to passing on the Indian knowledge system by focusing on preserving India's rich traditions and promoting respect for its heritage.

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

The courses offered at the institution, structured by the University of Madras, follow the concept of outcome-based education. Outcomes differ between departments based on their requirements and the condition of the job market. Arts: An education in different commerce departments lays the groundwork for courses like CA, CWA, and ACS, leading to job opportunities in areas like banking, insurance, and financial services within government and non-governmental sectors. The courses provided by the Business Administration Department teach fundamental concepts in key areas like human resources, finance, and marketing. Courses in the Language and Literature stream provide students with a broad understanding of global literature and help them improve their communication skills, which can lead to careers in content writing, advertising, journalism, and education. Science: The Bachelor of Science in Computer Science program prepares students for careers in areas such as information technology, computer programming, and other related fields. Courses in the Department of Hotel Management and Catering provides employment prospects in fields like food and hospitality. Programs provided by the department of Biochemistry aim to cultivate key professional abilities in clinical laboratory, quality control, research, medical coding, and healthcare. Students can acquire

skills relevant to careers in industrial microbiology, laboratory diagnostics, and pathogen therapeutics through the Department of Microbiology. The Visual Communications department provides the necessary skills, techniques, and knowledge for a prosperous career in different corporate communications fields. Department of Psychology enables the students to acquire counselling and analytical skills to enable them to be employed in various sectors. The institution's outcome-based education equips individuals to be intellectually enlightened, professionally competent, morally upright, and socially engaged. This element is associated with the primary goal that this organization has in providing education.

20.Distance education/online education:

As an affiliated institution coming under the University of Madras the college does not provide courses or lectures in distance learning format. The institution has a strong digital system put in place during the lockdowns caused by the COVID19 outbreak. Lessons naturally had to be conducted online, with digital devices being intentionally created to aid both staff and students during this transition. The university has given personal email ids to staff and students for accessing Google Classroom. This internet-based feature can also administer exams and calculate outcomes for all students on campus. Despite the end of the lockdown and the return to in-person classes, the college continues to uphold its online system for a smooth switch to digital learning if necessary. Students at the institution are also encouraged to register and take up various courses in the NPTEL portal thereby enabling them to improve their subject knowledge.

Extended Profile

1.Programme

1.1   **19**

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

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

2.Student

2.1   **2175**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **711**

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

File Description	Documents
Data Template	View File

2.3   **742**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **103**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **103**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**19**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2175**

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	**711**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**742**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**103**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**103**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**43**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**131**
4.3 Total number of computers on campus for academic purposes	**195**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College, affiliated to the University of Madras, abides by the curriculum framed by the Board of Studies. The syllabus is circulated to Heads of the Department through the Principal and they allot papers as per the faculty specialisation. Respective staff members prepare Time table and lesson plans by the beginning of the semester. Monthly HOD-meetings are conducted by the Management to update institutional activities.

Class-wise tutors are appointed to monitor the academics and mentor the students. Through continuous assessment methods including, assignments, seminars, CAT & Model examinations the effectiveness of the curriculum is being determined. Considering their learning capability, students are mentored to take the University examinations. Remedial coaching is provided for students who require additional attention and support. Parental-feedback and students' academic records are included in the

Parent-teacher meetings for developmental purposes.

In addition to the regular classes, Departments host special lectures on curricular topics, training programs and workshops. Programmes focusing on communication skills enhancement and personality enrichment are conducted. Industrial visits are offered to promote industrial exposure. Mandatory Internship programs are organized for PG students to foster research interest.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://amcas.in/wp-content/uploads/2023/09/AMCAS-calendar-2023-2024-final-1_compressed.pdf

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

Academic calendar provides an outline of the scheduled activities for the respective academic year and acts as a guide for the students, faculty, administrative staff and the management. It is framed and designed by the committee appointed by the Principal. The calendar is thoroughly analysed and discussed with the department heads before drafting and is released at the beginning of the academic year.

The Academic Calendar includes:

- The Vision and Mission of the college
- The list of Management Committee Members
- Rules and Regulations pertaining to the Institution
- General Instructions
- List of teaching and non- teaching faculty including administrative staff
- Courses with eligibility criteria, the list of various clubs with the names of the faculty in-charge and all the upcoming activities of the Institution.

- **National and regional celebrations**
- **Departmental activities, both curricular and co-curricular, including Project presentations, Internal, Model and University examinations.**
- **National holidays to help the teachers and students plan their work.**
- **Contact details for Emergency and Utility services.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://amcas.in/wp-content/uploads/2023/09/AMCAS-calendar-2023-2024-final-1_compressed.pdf

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

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

19

File Description	Documents
Any additional information	View File
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)

13

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

2305

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

Professional Ethics:

AMCAS provides a wholistic education through awareness programs, guest lectures and workshops delivered by experts alongside the

curriculum.

Gender-Inclusivity

The college is committed to fostering a gender-inclusive learning environment and actively works towards women safety and empowerment.Institution's Clubs such as the Women's Studies Cell and Women Grievances & Redressal Cell organize a range of awareness programs on women entrepreneurship, safety and more.

Human Values

Human values play significant role in life. Recognising the importance, the college incorporates a Value Education course in the final year for all programs. Human-value-oriented subjects like Business Law, Corporate Governance & Ethics, and Human Resource Management are also included.

Environmental Sustainability

Our institution takes pride in being an eco-friendly campusactively engaging in various activities like waste recycling and extensive tree planting and are led by the students of clubs such as NSS, YRC, Rotaract, and Environment club,initiated by the Principal and the Management. Moreover, the university strengthens its commitment towards the environment by offering an Environmental Studies (EVS) course to the second-year undergraduates.

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

13

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

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

367

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	

File Description	Documents
URL for stakeholder feedback report	https://amcas.in/wp-content/uploads/2024/10/FEEDBACK-2023-24.pdf
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	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://amcas.in/wp-content/uploads/2024/10/Satisfaction-Report-2023-24.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

711

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

711

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

For any educational institution typically assessing the learning levels of students and organising special programs for both

advanced and slow learners are the decisive aspects. The collective practices and strategies they might take to ensure all students are supported appropriately. Diagnostic assessment of students to measure their knowledge and skills at the beginning of a course help faculty members to identify the strengths and weaknesses of individual students. Formative assessment through on going quizzes, assignments, group work, and in-class discussions allows educators to track student progress in real time and adjust teaching methods accordingly. The academic performance of the students in unit test, university end semester examinations, classroom discussions and seminars are used to categorise the students based on their learning levels.

Advanced learners are given due prospects to elevate their knowledge level by selecting Self-Learning Courses and earn extra credits. Students are encouraged to present papers in seminars and motivated to undertake online certificate courses in NPTEL and SWAYAM.

In case of slow learners remedial classes are conducted to improve their academic performance. The bridge course is conducted for the slow learners to help the students to overcome the difficulties in specific subjects. Individual attention is given to the weak students recognized and resolved that may hinder learning.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1KdP9ppmw6HYkGIILQlGjQkzdfyw2K_66/view?usp=sharing
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
2056	103

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

Student centric learning has emerged as an essential aspect in contemporary educational practices to enrich the quality and effectiveness of education. Traditional method of teaching is substituted by the approaches that prioritize student involvement. The most effective student centric methods like experimental learning, participative learning and problem solving methodologies aim to create an interactive learning environment that fosters academic knowledge and constructs indispensable life skills such as critical thinking, teamwork, and adaptability.

In Experiential learning, students enthusiastically involve in activities that allow them to apply theoretical concepts in real world. Common experimental learning activities include internships, institutional training, industrial visits and lab work and practical sessions. Participatory learning among students is facilitated through Group discussions, Quiz, Poster presentations.etc. The most important part of a holistic learning experience is the ability to identify, analyse, interpret and solve problems. Our college encourages students to acquire and develop problem solving skills. It is enabled through expert lectures on different topics, participate in different technical tests and other competitions, case studies discussions, classroom presentations etc.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1kRAc8Muuly5ncvLtwhBOOKyRXyZhlOqf/view?usp=sharing

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

In present day, information and communication technology in education is vital for the student community to study and master them in order to be a professional ready. They transmute the teaching and learning methods from being highly teacher dominated to becoming student centric that creates learning advantages and cost effective. Faculty members are encouraged to use combined technology with traditional mode in teaching. They

use LCDs and projectors for power-point presentations in their teaching. They are also equipped by digital library, online journals and websites. Digitally equipped facility is provided for seminars, workshops, guest lectures, expert talks and various competitions that are recurrently organized for students. Faculty members are using various ICT tools like SPSS, Programming languages, simulations etc. for conducting workshops and seminars. Google classroom facility is accessible to post course related information, learning material, quizzes, lab submissions and evaluation, assignments etc. Information and communication technology facilitate faculty members to access a massive range of online educational resources that empowers them to enhance and appraise their knowledge contents frequently.

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

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

2.3.3.1 - Number of mentors

92

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

103

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

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

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

51

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

1099

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

2.5 - Evaluation Process and Reforms

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

Our institution follows transparency in internal assessment process and robust mechanism to augment the quality of education and facilitate our students for their achievement in the examination. To ensure transparency in internal assessment, the system prescribed by the University of Madras is communicated clearly to the students. Our students are assessed continuously through various appraisal procedures. Continuous Internal Assessment is conducted regularly as per the schedule prescribed at the beginning of the semester given in the academic calendar. The performance of the students in the CAT exam and Model Exam will be evaluated and consolidated for the internal marks at the end of the each semester. Attendance of the students will be strictly monitored and recorded for the internal marks purpose. The final internal marks will be allotted based on the scheme provided by the University of Madras. The consolidated marks are finalised only after the duly signed acknowledgement of the students. In the case of defaulters during the tests, retests are conducted if the reason of absence is genuine. Personal guidance is given to the poor performing the students after their assessment. The internal assessment system is designed to ensure accuracy in evaluating students' performance providing a comprehensive understanding of their knowledge and skills.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1xvA0Corm CHqDNraJd_chb_9seGhOvtfs/view?usp=sharing

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

Our college follows the transparent, time bound and efficient mechanism to deal with internal examination related grievances. Students are made aware of examination related grievance and redressal system of the college to solve their issues during the examination if any. The grievances arise during the examination will be viewed seriously and forwarded to the university in consultation and discussion with our college principal. A well-organized mechanism to deal with examination connected grievances was framed by our college which is transparent in the arrangement and conduct of internal assessment and rectification of grievances is time bound. Examination committee is constituted for the smooth conduct of the both internal and university examination. Time table for the CAT exam will be

prepared and communicated to the students well in advance based on the academic calendar of the college. A complete transparency is maintained in the evaluation of answer scripts and allotment of marks. Internal marks report is prepared by the faculty and approved by the head of the department and submitted to principal. Parents are informed about the performance of the students. Through the above systems our college very well exhibits transparency in the mechanism of dealing with grievances related to the internal assessment.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1CFKEHbS_k7SGlUTOa59XTSd22Pe5THoJ/view?usp=sharing

2.6 - Student Performance and Learning Outcomes

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

The programme and course outcomes are designed to articulate the skills, knowledge and competencies, that students are expected to achieve by the end of their respective programs and courses. It makes the students to realize the reality that the knowledge and techniques has direct inference for the enhancement of society and its sustainability. All program and course outcome are published in the college website. Each programme has a clear and distinct outcomes that summarize what students should know and able to do upon graduation. These outcomes are normally associated with industry standards and academic standards.

Every course in a program will have a specific outcome that measures and monitor the curriculum and assessment strategies. The program and course outcomes are framed by the University of Madras offering the concerned program after meticulous consultation with all faculty and the stakeholders in strict observance with the objectives of outcome based education. Course outcomes are periodically reviewed and updated based on the feedback of the students, changes in industry standards etc... Students are encouraged by the Principal, HODs and Faculty members to accomplish the course outcomes. The clarity and accessibility of program and course outcomes enhance the learning experience and help students achieve their academic and career goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1K0w1JnvXBca77hnM1pMWdHndDttaGduH/view?usp=sharing
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Our college has a systematic process of appraising the attainment of program and course outcomes. The performance of each student is recorded by the faculty members through a continuous evaluation process with the help of the course outcomes. Regular assignments, class tests, CAT exams, quiz, group discussions etc. are given to assess the program and course outcome of each student. The cumulative results and the performance of all the students are used for quantifying the programme outcomes. The key indicator of evaluating attainment are end semester university examination, Students are encouraged to participate in regular gender sensitizing programs, extracurricular and co-curricular activities, inter-collegiate competitions to become the exemplary citizens.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1J-levOLyHSMbAn0rYInPxnTKMdgm_PtT/view?usp=sharing

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

550

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	https://amcas.in/wp-content/uploads/2024/11/AMCAS-30th-Annual-Report-2023-24.pdf

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://amcas.in/wp-content/uploads/2024/10/Satisfaction-Report-2023-24.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

0

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

3.2 - Innovation Ecosystem

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

The college offers webinars across various departments, providing students with valuable subject knowledge and insights into the latest developments in their fields from industry experts. Quizzes on current affairs are organized to keep students informed on key issues and foster a culture of knowledge sharing. Soft skill development programs, particularly for final-year students, are also an essential part of the curriculum, as strong communication skills are crucial in both academic and professional settings. These programs provide opportunities for students to enhance their communication abilities—a valuable asset for their futures.

Additionally, the college subscribes to N-list, e-resources and online journals to promote research activities among faculty and students alike. This access to resources serves as a catalyst for academic growth and innovation. By building subject

expertise, staying updated on current affairs, and improving communication skills, students are better equipped to engage thoughtfully in discussions and activities related to societal issues. Together, these initiatives underscore the college's commitment to delivering a well-rounded education that extends beyond the classroom, supporting the holistic development of its students.

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

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

4

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
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)	**No File Uploaded**
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

3

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

6

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

Students actively engage in a variety of social activities through collaboration with the National Service Scheme (NSS) and

other college clubs, reflecting a strong commitment to community service. These clubs offer students a platform to contribute meaningfully to society. In partnership with the Chennai Corporation, the college organizes programs to raise awareness on critical issues, including drug addiction, social challenges, environmental concerns, and physical fitness. Such initiatives play a vital role in educating the community, fostering a sense of civic responsibility, and contributing to holistic education. This approach emphasizes not only academic development but also the cultivation of responsible, socially aware citizens, enhancing a sense of community and social responsibility among students and faculty, and positively impacting the local area.

File Description	Documents
Paste link for additional information	https://amcas.in/campus-life/cells-and-clubs/
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	View File

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

34

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

2400

File Description	Documents
Report of the event	View File
Any additional information	View File
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

55

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

27

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

CLASSROOMS

- **Classrooms with adequate space with good lighting ventilation, furniture**
- **Smart classrooms**
- **Interactive Smart Boards**
- **Power point presentations**

LABORATORY

- **State of the art laboratories are available for scientific research, testing, experiments and for teaching**
- **All the laboratories are equipped with basic and sophisticated instruments.**
- **Sterilization room, store room, media preparation room, walk-in cold room and walk-in incubator, etc. are available**

LIBRARY FACILITY

- **Department level library is maintained by each department**

- **To facilitate learning that provides space for each department students**
- **A well-equipped spacious general Library facilities is available for easy access and learning**

EQUIPMENT FACILITY

- **LCD projectors**
- **Computers**
- **Internet facility for teaching, learning and research.**
- **Seminar hall for Guest Lectures, seminars, workshops and personality development programs**
- **Well-equipped mini-auditorium.**
- **Interactive Smart Boards**
- **Main auditorium for mega events like International, National Workshops, Seminars, conferences and Cultural Events.**

COMPUTER LAB FACILITY

- **Computer lab facility is utilized for ICT.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/17vikpyPfe5td8Wg_o_jTSOGv12uwEbeo/view?usp=drive_link

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

CULTURAL ACTIVITIES

- **Main Auditorium**
- **Mini Auditorium**

SPORTS & GAMES (INDOOR&OUTDOOR)

- **A common ground for both Football and Cricket is available**
- **Separate courts for Volleyball and Shuttle are available**
- **Table tennis board is available.**
- **All the sports facilities are utilized by both students and faculty members**

OTHERS

- **Students Clubs such as NSS, Rotaract, Red Ribbon, YRC, Women's Cell, Nature Club are very active. Students regularly involve in organizing many camps and awareness programs like blood donation, cleaning drives, tree plantation and other social service activities.**
- **Soft skill programme for improving communication skills**
- **Regular health check-up for the students**
- **Women hygiene and health awareness visits exclusively for girls students**
- **Public speaking, Personality Development Workshops to enhance Capacity Building Skills**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1MltQQ7I8AVutuf8tLxOCPvZtmvWEqlV_/view?usp=drive_link

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

8

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/15lr1MkOC2xyvZZToM7Nhzn8fJwBz6gyx/view?usp=drive_link
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)

32.53

File Description	Documents
Upload any additional information	View File
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)

AMCAS Library

Name of ILMS Software : IMPRESERP

Nature of Automation : Fully

Version : LIPSINET 5.0

Year of Automation : 2017

MBA Library

Partially automated Koha Software installed

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1lAyGOLUK GVWVS8p2607i9IsHihGdXRHp/view?usp=drive_l ink

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 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)

1.37

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

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

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

39

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

Institution updates its IT Facilities on a consistent basis.

EASY - Educational institution's Automation Software for You

EASY 5.0 Local Network Multi User Versions for Finance

andAdministrative Modules

Students data, Teaching and Non-teaching staff data, Class creation, Fees management, Payroll and accounts

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1kyuamkg26U6iMdPsqmpGr5gQIFZ0H3i3/view?usp=drive_link

4.3.2 - Number of Computers

195

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

21.01

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

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

The institution has a housekeeping department which maintains cleanliness and sanitation on a daily basis.

- **The annual maintenance of systems and related components are done by HBM Technologies, Chennai.**
- **Once in a year, the institution takes up the calibration and other precision measures for the laboratory equipment and instruments.**
- **Periodical maintenance and servicing is done by licensed service engineers.**
- **Uninterrupted power supply is maintained through generators at times of power failures.**
- **The sensitive equipment for research purpose are maintained in separate instrumentation lab**
- **Instruments are calibrated and placed carefully in the allocated spaces in the laboratory**
- **Instruments are located on broad tiled even workbench to keep them stable and to prevent vibrations.**
- **Instruments which require humidity control are placed in Air Conditioned Environment**
- **Window curtains are provided to avoid heat.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1dgTQXltvY4lWatIeikMreOKDnbV9MDYP/view?usp=drive_link

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

276

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

277

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	**B. 3 of the above**

File Description	Documents
Link to Institutional website	https://amcas.in/wp-content/uploads/2024/11/skill-development-2023-2024.docx
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

502

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

502

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

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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

178

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

58

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

government examinations)

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

0

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

0

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

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

The Institute has a student council constituted with academically strong students as its body. It operates with a

sense of responsibility in dealing with the student concerned activities. The Institute also encourages participation of student representatives in various decisions making, academic and administrative committees, this enable them in acquiring better academic environment. Student opinions and suggestions are considered to take measures in view of students' perception. Institute puts efforts for the all-round development of a student.The quality and hygiene of the canteen is monitored by student representatives along with the other nominated faculty members. They visit frequently and collect feedback from peers and also continuously monitor the quality and quantity of the food served

File Description	Documents
Paste link for additional information	https://amcas.in/wp-content/uploads/2022/12/Organogram-Academics-1-1.jpg
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

24

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Introduction:

The Institute has a registered Alumni Association for building strong bond between alumni and present students. The alumni give support to the students through interaction, financial funding, guidance and placement. The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni.

- To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the Institution.
- To serve as a forum through which alumni may support and advance the pursuit of academic excellence at the Institution.
- To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society
- To organize and co-ordinate reunion activities of the Alumni and let the Alumni acknowledge their gratitude to their Alma Matter.
- To collect, publish and distribute such information as may be useful to the alumni and their Alma Mater.
- An active student council comprises members to monitor academic, cultural, sports, literary events, Anti-Ragging, and gender sensitization programmes, NSS and NCC activities.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1JJDq4TzWHJsELUuaLAsIjgSSGsn4CsAJ/view?usp=drive_link
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION OF THE INSTITUTION

To educate individuals to become intellectually enlightened, professionally capable, morally upright and socially committed.

MISSION OF THE INSTITUTION

- To equip young men and women with knowledge and skill.
- To impart value-based education and foster right attitude, good character and human values.
- To develop the learner's personality and prepare him/her for the larger world outside.
- To conserve our rich traditions and cultivate respect for our heritage.

Governance of the College to materialise the Vision and Mission of the Institution:

- To impart education with the finest quality at the undergraduate and postgraduate research levels.
- To develop the resources and infrastructure not only to meet the statutory requirements but also to make a preferred destination for learners by providing a conducive ambience for the teaching - learning process.
- To make a positive difference to the society through education.
- To empower students from all socio-economic strata to level the academic and professional playing field.
- To be a centre of excellence in education in emerging technologies in tandem with the industry and industrial trends.
- To nurture talents and entrepreneurship and enable all-round personality development in students.

File Description	Documents
Paste link for additional information	https://amcas.in/wp-content/uploads/2023/09/AMCAS-calendar-2023-2024-final-1_compressed.pdf
Upload any additional information	View File

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

DECENTRALIZATION

- **Secretary is the member secretary of the governing body . The operational policies of the institution are based on the unanimous decision of the governing body and IQAC and faculty members. Faculty members are nominated to various committees, which are changed every year to ensure a uniform exposure of duties. The sub committees are:**
    - **Admission committee**
    - **University examination committee**
    - **Library committee**
    - **Students disciplinary committee**
    - **Sports committee**
    - **Cultural committee**
    - **Internal Complaints committee**
    - **Career guidance and placement committee**
    - **Grievance redressal cell**
    - **Website committee**
    - **Anti-Ragging committee**
    - **Anti-Narcotics Cell**

- **Students are also members of governing body. They play an important role in the organisation of different activities.**

PARTICIPATIVE MANAGEMENT:

- **Strategic level: The Secretary, governing body, faculty members and IQAC are involved in defining policies and procedures, framing guidelines, rules and regulations pertaining to admission, examination, discipline, grievances students' services etc.**
- **Functional level: Faculty members share knowledge among themselves and among members while working for a**

committee.

- **Operational level: The Secretary, governing body and faculty members interact with concerned departments of affiliating universities for the execution of different academic, administrative, and co-curricular and extracurricular activities.**

File Description	Documents
Paste link for additional information	https://amcas.in/wp-content/uploads/2023/10/Organogram-Academics-2.jpg
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Quality improvement strategies adopted for the Institution for each of the following:

I. Teaching and learning

1. **Value added courses**
2. **Internships**
3. **Educational projects in related topic**

II. Pre- commencement preparations

1. **Departmental Academic calendar**
2. **Lesson plan**
3. **Course learning objectives and course outcomes.**
4. **Lecture notes, question bank through Google class rooms.**
5. **Updating the library with appropriatebooks andjournals**

III. Monitoring students performance through

1. **Unit test – Internal assessment – I, II, and Model examination**
2. **Assignments, group discussions, seminars, quiz and projects.**
3. **University End-semester examinations**

IV. Monitoring the faculty performance through

   1. Feedback from students
   2. Academic audit by peer committee
   3. Result analysis meeting with HODs and Principal.

V. Addressing issues of individual student

   1. Personal guidance to the needs of Students
   2. Additional periods are allocated in the time table for Quantitative subjects like Statistics, Accountancy etc.,
   3. Workshops, Seminars, Guest lectures are conducted

V. Industry Interaction:

   1. MOUs signed with companies
   2. Industrial visits to companies
   3. Orientation programmes and guest lectures by industry experts.
   4. Alumina interaction about industrial trend and need.
   5. Entrepreneurship orientation activities

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://amcas.in/certificatecourses/#
Upload any additional information	View File

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

The key components of organizational structure of the college are Governing Body, Principal, Vice-Principal, Dean - Administration, Dean - Academics & Research, Head of the Departments, Teaching staff and Non-teaching staff. The Governing Body sets the academic aims and objectives of the institution and identifies the financial and recruitment strategies to be adopted by the institution. The organizational structure lends itself to sustaining institutional individuality and educational effectiveness. The decision-making procedures are made at appropriate levels in the organizational hierarchy.

Recruitment process is carried out according to the norms of the

University; A board comprising of a management representative, Principal, and subject expert decides the worthiness of the candidates by their performance in the interview. The teaching and non-teaching staff have the benefits of PF and other benefits as applicable. The institution follows transparent promotional policies previously through Appraisal forms. Regular student feedback on improving quality of teaching learning process as well as Institutional governance are done.

Grievance redressal committee is formed including Principal, HODs' and teacher's representative who lookinto the matters related to grievances of staff and students. Suggestion/complaint box is kept near the Principal office. The Institute has formed all statutory committees like Anti Ragging Committee, Internal Complaint Committee to help students and staff.

File Description	Documents
Paste link for additional information	https://amcas.in/wp-content/uploads/2023/10/Organogram-Administration.jpg
Link to Organogram of the institution webpage	https://amcas.in/wp-content/uploads/2023/10/Organogram-Academics-2.jpg
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

Provident Fund

- **Employees' Provident Fund has been set up under The Employees' Provident Fund and Miscellaneous Provisions Act, 1952 ("Act") applicable pan-India.**
- **The employee contributes 12 percent of his or her basic salary along with the Dearness Allowance every month to the EPF account.**
- **The employer contribution to the EPF account is as per the statutory norms.**
- **Gratuity is given to the non-teaching staff as per the existing norms.**

Festival Advance

Employees are allowed to avail the festival advance during Onam, Diwali, Chirstmas, Pongal etc.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1w0emUGR9 8WAcTDKpm_xlJB8LueXpoB1l/view?usp=sharing
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

26550

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

0

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

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

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

2

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

The performance of the teaching staff is evaluated based on the academic results, student's feedback and H.O.D.'s recommendation.

The performance of the non-teaching staff is appraised every year by the higher authorities.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1IugZqvO0KHPeC_yUZbTqrfpvuEgUNNIx/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

- **The college conducts internal audit as well as external audit by the Auditors in all the financial years.**
- **The internal financial accounting would be completed before 10th of every month considering all the previous month transactions.**
- **After completion of the monthly accounts the same accounts would be audited by the internal auditors appointed by the**

management.

- While verifying entries, if any mistakes/ short comings identified/noticed the same could be rectified in the same month by the concerned departments.
- After rectifications if any, the report would be submitted by internal auditors to the Governing Body for approval. After completion of the final statutory audit, report shall be submitted to the Governing body for approval in the month of June every year.
- After approval, the financial accounts, documents could be used for all statutory purposes.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1IVS3soiG EeJeHe62dGb67zeirnY2lLfJ/view?usp=sharing
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)

230000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Source of Income:

Tuition Fee: Tuition fee collected from the students is the main source of income.

Optimal utilization of Resources

The Institution endeavour to optimize the utilization of available resources by following means:

- **The budget proposal of the department is sent to the governing body for approval.**
- **The Governing body allocates funds to all the departments and it is utilized for conducting workshops/seminars, symposiums and other activities.**
- **The Governing body invest the money for development purpose such as Building, Computers, Furnitures, Library books, Laboratory Equipments etc.**
- **Funds are utilized for Overhead Expenses such as Advertisements, Affiliation Fee, Housekeeping Charges, Electricity, Water, Telephone, Internet, Repair & Maintenance, social welfare activities, convocation and other annual function etc.**
- **Funds are utilized to pay Staff salaries, Provident fund and travelling expenses etc.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1IVS3soiGEeJeHe62dGb67zeirnY2lLfJ/view?usp=sharing
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

- **Our Institution embraced quality initiatives on innovative in comprehensive education and its implementation through the Internal Quality Assurance Cell.**
- **Incepted in the year 2004, IQAC of Asan Memorial College of Arts and Science actively involves in the quality improvement in various dimensions of the institution.**
- **To develop quality education, the IQAC conducts various activities like FDP, Workshops and Seminars.**
- **Documentation of the various programs/activities leading to quality improvement.**
- **The Minutes of the meetings of the IQAC, students satisfaction survey, best practices of the institution, Policy documents, Feedback analysis etc., are documented**

and uploaded in the institutional website to ensure transparency and assure quality education.

- **Preparation of the Annual Quality Assurance Report (AQAR) based on the quality parameters is submitted to NAAC every year.**

File Description	Documents
Paste link for additional information	https://amcas.in/iqac/about-iqac/
Upload any additional information	View File

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

- **The IQAC constantly reviews and monitor the quality of the teaching learning process.**
- **The academic calendar is prepared and displayed in website of the college for every academic year. A copy of the calendar is circulated among the students. The calendar provides guidelines to students and teachers.**
- **The faculty members of the department follow a lesson plan which includes topics to be covered, objectives, teaching aids etc.,**
- **IQAC organises Induction programme for the new students to understand the philosophy of the institution, teaching-learning process, continuous evaluation system, discipline and culture of the institution.**
- **IQAC organises Remedial classes to support weak students**
- **Feedback mechanism has been incorporated to collect students feedback both offline and online.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1gCDNN5Uav l3c-r7GVY_f6mhkPw-z5P2T/view?usp=sharing
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of	**C. Any 2 of the above**

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)

File Description	Documents
Paste web link of Annual reports of Institution	https://amcas.in/wp-content/uploads/2024/11/AMCAS-30th-Annual-Report-2023-24.pdf
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

The Women's Studies Cell of AMCAS plays a pivotal role in fostering awareness about gender-related issues and encouraging the active participation of female students in activities both on and off-campus. Through the initiatives, the Cell empowers students to enhance their decision-making skills, leading to greater personal growth and empowerment opportunities.

Asan Mahila, the annual Women's Day celebration held on 8th March is the highpoint of the cell's activities. The event promotes unity and recognition of women's achievements. The highlight of the celebration is the Asan Mahila Awards, which honour outstanding women achievers across various fields, celebrating their contributions and inspiring others to follow in their footsteps.

The Grievance Redressal Cell functions as the college's body for addressing any grievances related to physical or emotional

harassment faced by students and staff, ensuring a safe environment to express their concerns and receive appropriate resolutions. Together, the Women's Studies and Grievance Redressal Cell continue to promote gender equality, personal empowerment, and a culture of respect within the college.

In the following years, the institution plans to organise:

• Workshops on financial literacy including personal finance, budgeting, and investment strategies.

• Practical training workshops on self-defence techniques to build confidence for their personal safety.

File Description	Documents
Annual gender sensitization action plan	https://docs.google.com/document/d/1JLzBO HvJd1M__NMPX2x-cdgT6yBjNXLL/edit
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://drive.google.com/drive/folders/1L 2_iDXUqmA_Q0x6LHc_XgsjBoyw7IFDy

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

Solid Waste Management:

The Department of Hotel and Catering Management generates

significant quantities of solid waste, including food leftovers and kitchen waste comprised of vegetable and meat fragments. Primarily, the waste is separated, with only the biodegradable segments sent for composting in designated pits. The Biogas Plant decomposes the solid waste, producing biogas that serves as cooking fuel. This process ensures efficient waste disposal without any unpleasant odors. Furthermore, the decomposed slurry from the biogas unit is utilized as organic fertilizer in the garden.

Liquid Waste Management:

The wastewater produced within the college campus, from toilets, canteen wash basins and laboratory cleaning, is managed using appropriate technology. A functional sewage treatment plant (STP) positioned in the campus is responsible for treating this waste water. The treated water finds extensive use in maintaining the campus lawn and trees and plants. Regular maintenance and inspections of the STP are carried out to prevent sludge accumulation and blockages at the inlet or outlet.

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	B. Any 3 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	A. Any 4 or All 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	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
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** | A. Any 4 or all of the above |

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

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	[View File](#)
Any other relevant information	[View File](#)

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

Our institution embraces the core value of inclusivity that is fundamental in creating a welcoming and supportive learning environment for all students. These values promote diversity, equity, and respect, ensuring that every learner feels valued, empowered, and included. By embracing diversity and creating an inclusive learning environment, educational institutions promote equity and equal opportunities for all learners. We encourage collaboration, empathy, and mutual respect among students, fostering a positive and enriching atmosphere. It creates open-minded members of society. Ultimately, our education cultivates a culture of acceptance and understanding, promoting holistic growth and success for every individual.

Institutional Initiatives to provide an inclusive environment:

- No discrimination in admission.
- Reduction in admission fee for Malayali students and socio-economically disadvantaged learners.

- **Scholarship for sports and mertiorious students.**
- **Disbursement of scholarship for the under-privileged.**
- **Celebration of all festivals, Onam, Pongal and Christmas to promote cultural & religious harmony.**
- **Literary Clubs for Hindi, Malayalam and Tamil to celebrate linguistic diversity.**
- **Women's Redressal Cell, Anti Raging Cell and Grievances Redressal Cell to remedy any discrimination.**
- **NSS, YRC and Rotaract Clubs activities for community enrichment.**

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

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

Asan Memorial College is committed to provide a holistic education that nurtures students' awareness of their constitutional rights, values, duties, and responsibilities. This is accomplished through a blend of curricular and extra-curricular activities, ensuring students grow into responsible and conscientious citizens.

The vision of the institution is to shape students into morally upright and socially committed individuals. Its mission emphasizes the importance of value-based education, fostering respect for the rich traditions and heritage of our nation.

As part of the curriculum, the college offers a Value Education paper that includes a focus on the constitutional duties of citizens, promoting civic responsibility. Additionally, students are encouraged to actively participate in the NSS, YRC and Rotaract Clubs, which engage in community service initiatives for the development of society.

To instill a sense of national pride and honor, the college commemorates the birth anniversaries of great leaders by organizing special events, including the planting of saplings within the campus and in nearby areas, symbolizing growth and sustainability.

The institution continues to uphold its commitment to educatestudents on citizenship values, rights, and responsibilities, preparing them to contribute meaningfully to society and make a positive impact in their communities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/drive/folders/1L 2_iDXUqmA_Q0x6LHc_XgsjBoyw7IFDy
Any other relevant information	https://drive.google.com/drive/folders/1L 2_iDXUqmA_Q0x6LHc_XgsjBoyw7IFDy

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	View File

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

Asan Memorial College of Arts and Science celebrates national and international events to promote awareness of key global and national issues, foster cultural integration, and strengthen a sense of patriotism. These celebrations encourage social responsibility, engage students in teamwork, and provide opportunities for holistic development through extracurricular activities. By marking important historical milestones, institutions help students to appreciate diversity, develop leadership skills, and become more informed, socially conscious citizens.

- The Department of Viscom organised 383rd Madras Day Celebrations on 22 August 2023.
- Onam Cultural festival was celebrated invibrant festive spirit on 23 August 2023.
- The 76th Independence Day was celebrated in the campus on 15 August2023. Mr. D. Gnanasundaram, Ex. Indian Navy, (POMA) was the Chief Guest.
- Pongal Celebrations were organised on 12th January 2024 in the college premises.
- The 75th Republic Day was celebrated in the College campus on 26 January 2024. Colonel A. Krishnaswamy, VrC, VSM and Bar was the Chief Guest.
- Asan Mahila, the Women's Day Celebrations was held on 07 March 2024. Ms. Neerja Malik, Inspirational Speaker and Cancer Counsellor was the Chief Guest. Ms. T. Mary Raju, Inspector of Police, Kaval Karangal, Chennai was the Guest of Honour.
- Voters day pledge is taken on 24th January 2024.
- The NSS unit of our college in association with Nehru Yuva Kendra, Chennai of the Ministry of Youth Afffairs and Sports, Government of India organised a workshop on Voter Education on 24th Febraruary 2024.
- NSS volunteers conducted awareness sessions on the voting process and voting machines particulary targetting first time voters on 9th March 2024.

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	View File

7.2 - Best Practices

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

1. Fostering Social Responsibility and Community Engagement

2. Empowering Students in Emergency Response: First Aid Safety Awareness and Basic Life Support Training

File Description	Documents
Best practices in the Institutional website	https://amcas.in/wp-content/uploads/2024/11/7.2-Best-Practices1-2024.pdf
Any other relevant information	https://amcas.in/wp-content/uploads/2024/11/7.2-Best-Practices-2-2024.pdf

7.3 - Institutional Distinctiveness

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

Asan Memorial College of Arts and Science is a renowned linguistic minority institution driven by a commitment to empower students through education and personal growth. Our mission is rooted in the belief that education should nurture not just intellect but also character, fostering empathy and respect for cultural, linguistic, and religious diversity.

At AMCAS, academic excellence is complemented by the celebration of achievements, where we honor exceptional individuals during special events. Illuminous alumnaeare invited to share their expertise and experience with the students. These programs serve as powerful reminders of the potential within every student and encourage them to pursue excellence.

Our vibrant campus life is a hallmark of the institution, where learning and celebration go hand in hand. Annual Onam and Pongal festivals are occasions that blend tradition with community spirit. These events are not merely rituals but immersive cultural experiences that promote unity and belonging, encouraging students to appreciate the rich heritage of our diverse society. Throughout the year, the college also hosts a variety of creative competitions and co-curricular activities, ensuring that the campus remains a space where talent flourishes and learning extends beyond textbooks. Such events inspire students to think critically, collaborate, and grow both personally and academically.

Asan Memorial College of Arts and Science is a nurturing ground where diversity is celebrated, culture is cherished, and students are empowered to make meaningful contributions to society. Education at AMCAS is a journey of self-discovery and transformation, guiding students to become responsible leaders in society.

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

7.3.2 - Plan of action for the next academic year

- IQAC plans to conduct regular training for faculty on emerging teaching methods, including online learning tools and hybrid models.
- The Institution plans to partner with industries to offer real-world projects for students, fostering practical experience and innovation.
- The Institution is working towards establishing exchange programmes with foreign universities to expose students to global perspectives and cultural diversity.

- The College is planning to offer more value-added programmes and certificate courses in areas like Artificial Intelligence, Data Science, Cloud Computing, and Blockchain to enhance technical skills.
- The Institution is working to re-establish an alumni association to connect current students with graduates for mentoring, internships, and job opportunities.