



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	A.J. INSTITUTE OF MANAGEMENT
Name of the head of the Institution	T. Jayaprakash Rao
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0824-4283581
Mobile no.	9448812099
Registered Email	ajimmangalore@rediffmail.com
Alternate Email	deep_gdc@yahoo.co.in
Address	OPP. MAHINDRA SHOWROOM, KOTTARA CHOWKI
City/Town	Mangalore
State/UT	Karnataka
Pincode	575006
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	K DEEPAK RAO
Phone no/Alternate Phone no.	08242455340
Mobile no.	8147618678
Registered Email	ajimmangalore@rediffmail.com
Alternate Email	deep_gdc@yahoo.co.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://ajimmangalore.ac.in/aqar-report/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://ajimmangalore.ac.in/academic-calendar-2/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.83	2012	15-Sep-2012	14-Sep-2017
2	B+	2.67	2018	03-Jul-2018	02-Jul-2023

6. Date of Establishment of IQAC	18-May-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Expert lecture on Provident Fund and Pension Fund	14-May-2019 1	110

Workshop on Placement Preparation	22-Oct-2018 3	118
Workshop on Self Awareness and Effective Personality	08-Nov-2018 2	115
Workshop on Attitude and Professional Perfection	05-Mar-2019 2	110
Workshop on Placement Preparation	06-Feb-2019 4	115
Theory, Demo and Practice on Fire and Safety	07-Sep-2018 1	110
60 hour Training on SAP	01-Sep-2018 30	25
40 hour Training on EXCEL	06-Dec-2018 15	25
Mime Show on Voter Awareness at Urva Store Bus Stand, Mangalore	15-Apr-2019 1	20
Training programme on public speaking for public and JC members	11-May-2019 1	29
Inauguration of Forum Yogakshema for Health Charity and Donation of Blood	16-Nov-2018 1	110
Field Survey in support of collaborative research project of Nitte University and University of Pennsylvania on Digital Banking in Rural India	29-Dec-2018 7	30
Special expert lecture on Contribution of Women in Developing Entrepreneurship	13-Mar-2019 1	110
Expert lecture on Blue Ocean Strategy	15-Mar-2019 1	100
Special expert lecture on Tobacco Consumption, Hypertension and Present Life Style	04-Apr-2019 1	110
Expert lecture on Career Building	20-Apr-2019 1	115

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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No Data Entered/Not Applicable!!!

No Files Uploaded !!!

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

60 hour Training on SAP and 40 hour Training on EXCEL by CAST, Mangalore A Forum Yogakshema for Health Charity and Donation of Blood was organized by the Institute A Street Play was organized on Voter Awareness at Urva Store Bus Stand, Mangalore Training programme on public speaking for general public and JC members at the Institute campus Contribution of Charity in Cash and Kind to Kerala and Koorg Flood victims worth Rs. 60,000/

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

Plan of Action	Achivements/Outcomes
Commencement of III Semester Classes	Achieved
Internal workshop II MBA	Achieved
Internship Viva-Voce for II MBA	Achieved
Expert Lecture I - Entrepreneurship Club II MBA Release of Anveshana Journal	Achieved
Club Activity II MBA (Batch A)	Achieved
Interactive Video Session II MBA(Batch B)	Achieved
Social Survey (II MBA Batch - A)	Achieved
Social Survey (II MBA Batch - B)	Achieved

Interactive Video Session II MBA (Batch A)	Achieved
Club Activity II MBA (Batch B)	Achieved
Workshop (II MBA A & B)	Achieved
Induction Programme for I MBA & PTA Meeting	Achieved
Internal Examination (II MBA)	Achieved
Expert Lecture I (I MBA)	Achieved
Expert Lecture II Finance Club - II MBA	Achieved
Club Activity I MBA (Batch A)	Achieved
Interactive Video Session I MBA(Batch B)	Achieved
Social Survey (I MBA Batch - A)	Achieved
Expert Lecture III - HR club II MBA	Achieved
Expert Lecture IV - Marketing Club - II MBA	Achieved
Outreach Programme	Achieved
Expert Lecture II - I MBA (A & B)	Achieved
Social Survey (I MBA Batch - B)	Achieved
National Conference	Achieved
Expert Lecture III - I MBA (A & B Batch)	Achieved
Viva - Voce for I MBA & Student Teacher Evaluation	Achieved
Expert Lecture IV - I MBA (A & B Batch)	Achieved
Interactive Video Session I MBA(Batch A)	Achieved
Club Activity I MBA (Batch B)	Achieved
Placement Workshop (II MBA)	Achieved
Expert Lecture I (II MBA) / Anveshana Release	Achieved
Interactive Video Session (I MBA Batch - A)	Achieved
Club Activity (I MBA Batch - B)	Achieved
Elixir - 19	Achieved
Expert Lecture I (I MBA)	Achieved
Outreach Programme	Achieved
Expert Lecture II (I MBA)	Achieved
Two day Workshop (I MBA)	Achieved
Faculty Development Programme / Staff Development Programme	Not achieved
Industrial Visit (I MBA Batch A)	Achieved
Project Presentation	Achieved

Industrial Visit (I MBA Batch B)	Achieved
Sports Outdoor	Achieved
Cultural Day	Achieved
Expert Lecture V (MBA Batch - A)	Achieved
II Internal Examination	Achieved
Viva Voce/ Student Evaluation (I MBA)	Achieved
Annual Day & Prize Distribution Ceremony	Achieved
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Council	11-Sep-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	17-May-2018
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2018
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Date of Submission	30-Sep-2018
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>MIS in Library: The library activities of the Institute are automated by using Software called Easy Lib. It is a data source, residing on a server and serves as a Centre to our entire network, having the ability to build and manage our library. Easy Lib enables the library users to Perform extensive search from various terminals through our LAN Perform various library related activities such as procurement, classification, coding, issuing etc. Functions as software for security and log on mechanisms. Connect our library to other digital information centers, on demand. Use as a multilingual data entry facility. Easy lib also offers</p>
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bar coding compatibility of the entire library stack. Bar coding work is in progress. The multimedia and PC/s with internet provided at the library, enables the use of Easy Lib. The students and faculty are given ID and password for the use of online journal portals. Likewise, our research journal - Anveshana has a separate website (www.anveshana.in) and can be viewed online portal through JGate, ProQuest and i scholar. MIS in Office All expenses of the Institute are budgeted and approved in the Governing Council meeting, every year. Director forwards the proposals of procurement and conduct of programmes to the Trust, for approval. All the procurements are done through inviting quotations and the lowest quotation is recommended to the Management for approval. After the procurement, bills are settled through payments by Cheque. Salary payments are made through Account Transfers. Student fees are collected through DD, Account Transfer or Cash, against the receipts. All financial transactions are recorded with the help of software Tally. Quarterly audit of all financial transactions also add to the transparency.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Dean (Academic Affairs), in the beginning of the semester, designs the curricular calendar, allots the teaching hours to the faculty and prepares the Time-Table. The Curricular Calendar includes details regarding commencement of lecturing classes, Internal Examinations, Viva-Voce, Group Discussion/Case Analysis, Presentation/Seminar Hours, Summer Internship, Project Work, Add-on Certificate Programmes related activities, Semester-end dates, etc. Likewise, the Student Council Advisor prepares the Calendar of Events for co-curricular activities, in the beginning of each semester. It contains the details of Expert Lectures, Workshops, Demos, Training Programmes, Field Surveys, Industrial Visits/Tours, Management Fests, various Club Activities, Activities in connection with Memorandum of Understanding, Conferences, Faculty Development Programmes, Competitions on Extracurricular Events, Alumnae Meeting and other Celebrative Programmes like Annual Day, Teachers' Day, Cultural Day, Sports Day etc., to be coordinated through Clubs and Associations. Once the Calendars are prepared, they are placed before the Director and are published on the Notice Boards after discussing the same in the faculty meeting. Teaching Plan: Teaching hours are allotted for individual subjects as prescribed by the Mangalore University and for Add-On Certificate Programme subjects as per the

internal regulations of the Institute. Further, it is the practice of the Institute to allot more teaching hours for quantitative subjects. After the finalization of allocation of teaching hours and subjects to the individual faculty, the same is communicated to the members of faculty. After the allotment of the subjects, each faculty prepares lesson plans for each subject, indicating the hours allotted for each unit of the syllabus. In order to ensure its active follow up, faculty maintains a Work Diary, passing entries on daily basis. In the mandatory subjects prescribed by the University, the teaching pedagogy such as role-play, subject quiz, presentation, business model etc., are implemented along with ICT enabled support. With regard to add-on courses such as Soft Skill for Business, 50 percent weightage is given to theoretical component and 50 percent to practical input. The effectiveness of Internship experience is ensured through Viva and Internship Report. Evaluation procedures and practices The Institute has the practice of 'round-the-year evaluation' of students on 360-degree basis. The internal assessment of 30 Marks are allotted on each subject as per the parameters shown in the Table attached. To ensure quality and timely completion of Project Work, a Project Work Diary system is introduced in 2014-15. Work completion entries made by the student in the Diary, are periodically monitored by the concerned Project Guide and the Director. Faculty meetings are held periodically to review the academic work performed by each faculty/students. To help the slow learners and non-Commerce students, senior faculty members conduct, remedial classes in practical subjects. To keep the faculty members abreast of latest knowledge, they are deputed to various workshops and conferences organized by the University and other Institutions. Further, effective curriculum delivery is supported by a flexible multi-level communication structure comprising the Director, Dean and Faculty members.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
GST		03/09/2018	6	Employability	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	28	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Soft Skill for Managers	03/10/2018	120

(Basic)		
Soft Skill for Managers (Advanced)	04/02/2019	120
Industry Certified Programme in Marketing	20/08/2018	27
Industry Certified Programme in Human Resource Management	20/08/2018	56
Industry Certified Programme in Hospital Administration	20/08/2018	6
Industry Certified Programme in Logistics	20/08/2018	27
Industry Certified programme on SAP	03/09/2018	28

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	MBA	235

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Institute views feedback from its stakeholders as a means of introspection for further improvement in the delivery of academics. The following presentation reflects how the feedback obtained from students, teachers, employers have influenced in overall development of the institution. Collection of Feedback: A feedback on course content is collected through a structured questionnaire administered among the students and teachers. Feedback is collected also from employers, alumni, parents, experts from industries etc., through informal/informal meetings and onetoone discussion. Impact and Implementation: The outcome of the feedback collected is analyzed at Faculty, Parents and Management as well as Internal Quality Assurance Cell (IQAC) meetings. The workable suggestions of the feedback are implemented suitably. The Certificate Programme in Logistics, conversion of Dual Subject programmes into Industry Certified Courses, provision of Addon Programme on Soft Skills for Business have been introduced by the Institute. As per the feedback, Institute has made arrangement to provide GST and SAP practical trainings to the students at the Institute campus. The Management of the Institute provides financial resources if any, for the implementation of the suggestion through its annual budgets.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	MBA	120	135	120

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	0	120	0	12	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	15	7	8	0	3

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Under the guidance of the Director, the Dean (Academic Affairs) monitors academic activities and gets the work done through Mentors, Academic Advisors and Faculty. A batch of students is put under the care of mentors to carry out one-to-one interaction regularly. Mentorship programme has facilitated the Faculty to mentor a group of students to assess and understand their learning aptitude. Efforts are made under mentorship programme to help the slow learners. Girl students are encouraged to meet their mentors and academic advisors to discuss their personal, academic and any other issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
120	12	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	12	0	1	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	201819	18/06/2019	29/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution has continued its innovative and reformative evaluation techniques ensuring allround, continuous, transparent and effective student evaluation system (360 degree), throughout the twoyear programme. Under structured system of evaluation the students are evaluated from different dimensions such as internal examinations, assignments, vivavoce, seminar/presentations and attendance. Total of 30 marks are allotted to the above said dimensions. The weightage of marks is based on the importance of the criteria. Internal examination carries 20 marks (for all 4 semester) , for presentation , assignment and Vivavoce 3 marks are allotted for 1st and 2nd semester, presentation and assignment carries 2 marks in 3rd and 4th semester , vivavoce caries 5 marks in 3rd and 4th semester and 1 mark is allocated to attendance for all the 4 semester.

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

The Institute prepares a Comprehensive Calendar of Events enlisting all curricular and co curricular, also encompassing the components of CIE. Once approved in the faculty meetings, Dean (Academic Affairs) and Student Council Advisor takes due care to adhere to the Calendar of Events in its implementation, as explained hereunder. The academic activities of the Institution are planned as per the schedule received from Mangalore University. The Dean (Academic Affairs) prepares Academic Calendar in the beginning of each semester containing the issues related to CIE such as dates of internal and term examinations, vivavoce, hours for group discussion and case study analysis, presentation/seminar hours, summer internship, project work, industry certified subject related activities, semesterend dates, etc. in addition to curriculum details. Likewise, Student Council Advisor prepares the calendar of events for schedule on semester basis for other cocurricular activities, which form a part of CIE. The schedule contains the details of expert lectures, workshops, demos, training programmes, field surveys, industrial visits/tours, and management fests, various club activities, conferences, competitions on extracurricular events etc. Further, once it is approved in the faculty meeting, the Director brings the Academic Calendar to the notice of the Governing Council. Finally, the Calendar is published in the Notice Boards for the attention of members of the faculty and students. It is also to be noted that each programme is put under the supervision of separate club or association, under the charge of faculty. The concerned faculties conduct the programme as per the schedule by involving and allotting the responsibilities to the students. Further, while designing the program schedule, the students covering the cross sections are nominated to different clubs and associations and it is published on the Notice Board. Once the work is allotted to students, the programme is coordinated, organized by such group of students, which also provides an opportunity to evaluate continuously their skill and learning aptitude. To ensure the implementation of the Academic Calendar religiously, the performance is reviewed in faculty meetings, meetings of Student Council and Executive Council, which has representatives of faculty, library, lab,

office and students. The degree of involvement of majority of students in numerous curricular and cocurricular activities organized as per the Calendar of Events in the Institute during the entire semester makes the continuous internal evaluation more effective and successful.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://ajimmangalore.ac.in/programme-outcome/http://ajimmangalore.ac.in/course-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
	MBA	FINANCE, MARKETING, HOSPITAL ADM INISTRATION, HUMAN RESOURCE	120	119	99.16

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://ajimmangalore.ac.in/wp-content/uploads/2019/10/feedback2018.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	6	Self funded	0.8	0.8
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	0	0	0

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

Department	Number of Publication
MBA	5

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Service quality in health care: Exploring servicescape and patients perceptions	Dr. Vijaya Kumar	International Journal of Health care management	2019	0	0	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	8	0	0
Presented papers	4	0	1	0

Resource persons	0	1	5	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Contribution of Charity in Cash and Kind to Kerala and Koorg Flood victims worth Rs. 60,000/	A J INSTITUTE OF MANAGEMENT IN COLABORATION WITH AJIMS	10	120
Inauguration of Forum Yogakshema for Health Charity and Donation of Blood	AJIM AND AJIMS	1	80
Field Survey in support of collaborative research project of Nitte University and University of Pennsylvania on Digital Banking in Rural India	AJIM, Nitte University and University of Pennsylvania	8	30
Orphanage Visit to Abhayashrama, Konaje	AJIM AND Abhayashrama, Konaje.	5	50
Mime Show on Voter Awareness at Urva Store Bus Stand, Mangalore	AJIM AND ZILA PANCHAYAT, MANGALORE	10	20
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Contribution of Charity in Cash and Kind to Kerala and Koorg Flood	AJIM and AJIMS	Charity	10	120

victims				
Mime Show on Voter Awareness at Urva Store Bus Stand, Mangalore	AJIM AND ZILA PANCHAYAT, MANGALORE	Mime Show	10	20
Orphanage Visit to Abhayashrama, Konaje	AJIM AND Abhayashrama, Konaje.	Orphanage visit	5	50
Contribution of Women in Developing Entrepreneurship	A J Institute of Management	Expert Lecture	1	62
Tobacco Consumption, Hypertension and Present Life Style	A J Institute of Management	Expert Lecture	1	90
Inauguration of Forum Yogakshema for Health Charity and Donation of Blood	AJIM and AJIMS	Blood Donation Camp	1	80
Training programme on public speaking for public and JC members	AJIM and JC, Mangalore	Workshop	1	25

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship and On job Training	MOU	Simplex Financial Consultancy Private Limited, Mangalore	01/06/2018	01/06/2019	Students
Industrial Visit	Industrial Visit	Modern kitchens and	25/04/2019	25/04/2019	Faculty Students

		Gajavadana tin products Yeyyady Industrial Area			
Industrial Visit	Industrial Visit	Campco Chocolates, Puttur	04/05/2019	04/05/2019	Faculty Students
Internship and On job Training	MOU	A. J. Hospital and Research Centre, Mangalore	01/06/2018	01/06/2019	Students
Internship and On job Training	MOU	Seventh Sense Talent Solutions	01/06/2018	01/06/2019	Students
Internship and On job Training	MOU	Oceanliner Services Pvt Limited	01/06/2018	01/06/2019	Students
Internship and On job Training	MOU	Indian Institute of Materials Management (IIMM)	03/09/2018	02/09/2019	Faculty Students
Internship and On job Training	MOU	Nalapad Group	01/06/2018	01/06/2019	Students
Field Trip	Orphanage visit	Abhayashrama , Konaje.	16/03/2019	16/03/2019	Faculty Students
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
A. J. Hospital and Research Centre, Mangalore	01/06/2018	Industry Certificate Programme in Hospital Administration	1
Simplus Financial Consultancy Private Limited, Bangalore and Mangalore Branch	01/06/2018	Industry Certificate Programme in Finance	5
Oceanliner Services Private Limited	01/06/2018	Industry Certificate Programme in Logistics and Summer Internship	2
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4085000	3846050

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14860	4298931	191	86048	15051	4384979
Reference Books	2256	0	0	0	2256	0
e-Books	2000	0	2500	0	4500	0
Journals	45	71247	45	81546	90	152793
e-Journals	2	190806	2	190900	4	381706
CD & Video	456	0	196	0	652	0
Library Automation	1	116706	0	0	1	116706
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	80	64	80		2	2	14	32	
Added									
Total	80	64	80	0	2	2	14	32	0

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

32 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6733000	5715572	2823600	1666081

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Planning for the optimal use of infrastructure: In order to make the optimal use of available infrastructure, in the beginning of every semester, Dean (Academic Affairs) and Students Council Advisor prepare the Calendar of Events in connection with academic, cocurricular and extracurricular activities. At the beginning of every semester, the Dean (Academic Affairs) in consultation with the faculty members allocates the lecture halls for regular subjects, specialization subjects and dual subjects, depending upon the number of students. Planning in connection with use of library resources such as extension of working hours during examinations, issue of additional books, library procurement, to enhance the usage of eresources are undertaken in library committee/ faculty meetings. Strategies for the optimal use of the available infrastructure effectively: The Institute and library are kept open between, 8.30 a.m. to 5.30 p.m. with a provision to extend beyond, if necessary. Meritorious Students are allowed to borrow unlimited number of books. During the period of examination, the time restriction on the return of books is relaxed Computer lab is kept open between 9 a.m. and 6 p.m. Research Centre is kept open between 9 .00 a.m. and 5.00 p.m. Definite hours are allotted in the Time Table to facilitate the club activities in the Conference Hall. Students to use laptops/ systems in a classroom, which ensures the optimum use of WiFi facility. Presentation and assignment topics are based on the ProQuest and JGate, to ensure optimum use of journal portals. The Institute houses a canteen and a stationery store, used by the students of sister Institutions also staying in the incampus hostel. The Institute allows the organizations such as Sikkim Manipal University, Vellore Institute of Technology, CMAT, KMAT, IIBF, Indian Insurance Institute, Ajim Premji

University, KPTCL etc., to use the computer lab for the conduct of their examinations. Research Centre, Library and Computer Lab are also made available for outside research scholars, faculty of sister concerns and neighboring institutions. Office space is provided to Indian Institute of Materials Management for conducting its activities. The Trust makes arrangements for the Maintenance of land and building of the Institute and the Institute makes arrangement for the maintenance of furniture, equipment and computers through annual budget allocations. LCD and UPS are maintained through AMC. Computers and other equipments are serviced through breakdown calls. Repairs are arranged on 'estimation and approval' basis. Hardware and software purchases are made through a system of inviting quotations. Campus and hostel waste such as paper, vegetable wastes and dry leaves are managed through Vermicompost Unit of the Institute.

<http://ajimmangalore.ac.in/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional support	11	60000
Financial Support from Other Sources			
a) National	Department of Social welfare and Backward class	68	2981480
b) International	0	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Demo on Jgate	07/12/2018	115	Mr. Ravi Shankar, Informatics Publishing Ltd, Bangalore
40 hour Training on EXCEL	06/12/2018	22	CAST, Mangalore
Inspirational Movie session on Paramanu	29/08/2018	55	II MBA (Batch -B)
Inspirational Movie session on Colour Paradise	29/08/2018	56	II MBA (Batch -A)
Paper Dressing and Best out of Waste	29/08/2018	45	II MBA (Batch - A)
Teachers Day Celebration	05/09/2018	107	Director, AJIM
Inspirational Movie Presentation on 102 not out	12/09/2018	56	II MBA (Batch -A)

Induction Programme and PTA meeting	03/10/2018	115	Director, AJIM
Inauguration of Stage of honour and pride	04/10/2018	113	Director, AJIM
Logo Rangoli Festival	11/10/2018	55	I MBA (Batch -B)
Inspirational Movie Presentation titled - Neeraja	11/10/2018	58	I MBA (Batch - A)
Sharada Pooja Ayudha Pooja Celebration	17/10/2018	110	Director, AJIM
Students Council Inauguration	29/10/2018	112	Dr. Dayanand, Finance Officer, Mangalore University
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Aptitude Test	115	115	115	0
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Karvy Pvt Limited	29	1	PINCLICK	12	2
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2019	0	0	0	0	0
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Interactive movie session Gazi Attack	Institutional Level	53
Cooking without fire	Institutional Level	7
800 Meters (Girls)	Institutional Level	4
Discuss Throw (Girls)	Institutional Level	12
Shot Put (Girls)	Institutional Level	12
Chess (Girls)	Institutional Level	6
Carom Doubles (Girls)	Institutional Level	12
100 Meters (Girls)	Institutional Level	14
200 Meters (Girls)	Institutional Level	9
Tug of War	Institutional Level	8
Carom Singles (Girls)	Institutional Level	10
Collage	Institutional Level	6
Pencil Sketch	Institutional Level	8
Mehendhi	Institutional Level	8
Carom Singles (Boys)	Institutional Level	25
Carrom Doubles (Boys)	Institutional Level	18
Badminton Singles (Boys)	Institutional Level	14
Table Tennis Singles (Boys)	Institutional Level	8
Chess (Boys)	Institutional Level	6
Cricket (Boys)	Institutional Level	4
Volley Ball (Boys)	Institutional Level	4
Triple Jump (Girls)	Institutional Level	5
Javelin Throw (Girls)	Institutional Level	16
Long Jump (Girls)	Institutional Level	8
400 Meters (Girls)	Institutional Level	6
800 Meters (Girls)	Institutional Level	4
Discuss Throw (Girls)	Institutional Level	12
Shot Put (Girls)	Institutional Level	12
Chess (Girls)	Institutional Level	6

Carom Doubles (Girls)	Institutional Level	12
100 Meters (Girls)	Institutional Level	14
200 Meters (Girls)	Institutional Level	9
Tug of War	Institutional Level	8
Carom Singles (Girls)	Institutional Level	10
Collage	Institutional Level	6
Pencil Sketch	Institutional Level	8
Mehendhi	Institutional Level	8
Face Painting	Institutional Level	9
Collage Making	Institutional Level	49
Paper dressing and Best out of waste	Institutional Level	57
Solo Singing	Institutional Level	9
Group Singing	Institutional Level	4
Solo Dance	Institutional Level	3
Group Dance	Institutional Level	4
Rangoli	Institutional Level	7
Variety	Institutional Level	2
Product Relaunch	Institutional Level	55
Management Scoop Activity	Institutional Level	34
New Product Development	Institutional Level	60
Creativity out of fruits and Vegetables	Institutional Level	44
Paint Art Fight against terrorism	Institutional Level	50
Logo Rangoli	Institutional Level	56
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council of the Institute has a very efficient, effective system of functioning to give due representation to students in various bodies and coordinate all cocurricular and extracurricular activities of the Institute. The Student Council comprises a strong contingent of about 140 students. It consists of Student Chief Executive, Student Deputy Executive, Secretary General, Joint Secretary, Class Representatives of all the classes and the Office Bearers of Clubs and Associations, functioning at the Institute. The senior faculty is designated as the Student Council Advisor who performs the

role of guide and coordinator. Student Council Advisor prepares in consultation with the Dean and the Director. Schedule the events of cocurricular and extracurricular events in the beginning of every semester. There are 36 Clubs and Associations, performing different functional responsibilities. Each Club/Association is headed by a faculty member and two student coordinators, from each class. The concerned Clubs and Associations plan, organize and conduct the programmes as per the Schedule. Frequent reviews are made in the meetings of Faculty and Executive Council to assess and confirm that the conduct of the programmes is as per the Schedule. The Student Council has been very active by organizing a number of academic, co curricular, extracurricular and sociocultural programmes such as Expert Lectures Talent Hunt, Role Play, GD/CS and Demo Preparation of Short Movies Inspirational Movie Review Sessions Open Discussions on the current issues and conduct of Open Assembly Celebration of festivals viz. Onam, Dasara, Deepavali and Christmas Cultural Week Traditional Day Intrafest Representation of Institute in various fests organized by other institutions National Conference Annual Day Celebrations and Sports day The Institute has provided for 36 clubs/associations to see that maximum as well as even representation is offered to the students. The nomination of 140 students out of student strength of 206 indicates the effective representation given to students in the various academic, administrative bodies and committees. The effective percentage of student representation given being nearly 68. Further, the Institute ensures that all students get a chance of participation in one or the other event, in one way or the other. Hence, the Student Council functions actively by organizing various events successfully under the guidance of faculty and IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

46

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

4600

5.4.4 – Meetings/activities organized by Alumni Association :

Two meetings organized

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

SDP Theme: "Practicum on Powerful Persona and Passionate Professionalism" Our Institution has always believed in providing good working environment and training for staff to do their job efficiently. To matching this objective our institute organised one day staff development programme for non teaching staff of our institute and for our sister concern institution non teaching staff. After getting approval from the management, director of the institute called first brainstorming session of faculty members to decide theme of the SDP and resource person of this programme. In this meeting all the faculty members actively participated and given their opinion regarding the theme and resource person. So from this meeting we decided to conduct SDP on the theme "Practicum on Powerful Persona and Passionate Professionalism" and decided Major

Radhakrishna M. was the Resource Person on 21.04.2019. After this meeting faculty members duty and responsibility list was put up in the notice board, and organised 7 responsibility committee headed by faculty member and few student. Before the event once more time meeting called and taken the stock of the situation and assigned few responsibilities to the students on that day.

Elixir - 2019 27th 28.02.2019 Institute Management Fest is the event that students eagerly wait for. It all begins with the decision taken in the one of the faculty meeting to conduct two day of Management Fest - Elixir 2019 on 27th 28.02.2019. Mr. Mahesh and Mrs. Arathi K assistant professors of the institute has appointed as fest coordinators and student Miss. Manisha, Mr. Karthikh, Mr Fayaz and Ms. Rithikha and Mr. Ravi Kumar and Ms. Ishra of second year students appointed them as the main student coordinators of the fest. After discussing with student coordinators faculty coordinators decided to conduct 5 events in the fest like Finance event, Marketing Event, Human Resource Management, Business Quiz and Best Manager for post graduate MBA college's students. Management and Director after discussing with Fest Faculty Coordinators, decided to call Dr. P.L. Dharma, Dept of Political Science and Mass Communication Mangalagangothri as a chief guest for the inaugural Programme and Mrs. Soujanya Hegde, Celebrity, Sri Allen Periera, Former CEO, Bank of Maharashtra for the valedictory and prize distribution ceremony. Under the supervision of fest coordinators, many committees are formed like Escort Committee Registration Committee, Procurement Committee, Transportation Committee Decoration / Sound System / Technical Handling Committee and Food Committee etc and for each committee one teaching staff as well as student representatives are assigned with their duty and responsibilities. Students has given responsibility of getting sponsorship for fest , administrative and logistical part of the fest, but all powers of approval lie with the director of the institute and committee faculty in charge. . Before the event, many committee meetings held and faculty in charge discussed all fest matters with students and always keeps them in the loop with regards the activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	A J Institute of Management affiliated to Mangalore University, Mangalagangothri and follows the curriculum and syllabus prescribed by the University for All its Courses. Affiliated Institutions are not allowed to design their own curriculum. Rather, after every 5 to 6 years, University revise their syllabus and senior faculty members from our college have been a part of the curriculum development committee formulated by university and have contributed to curriculum development.
Teaching and Learning	A J Institute of Management Institute we follow a holistic approach for growth and development of students, our teaching and learning methodology includes brainstorming, presentations,

quizzes, hands on activities, Festival Celebrations , Clubs and Associations, Daylong workshops , Social Survey conducted , Spot seminars conducted, Provision of learning experiences, Deputation of students in management fests, Add on programmes, Student participation in series of Online Aptitude Tests, Demos on the use of knowledge software's and case studies etc. Also Institute made it compulsory for students for summer internship after second semester in the company to get practical experience about corporate world. We also depute students for social survey for other university research programme to gain the knowledge of understanding social environment in around the Mangalore.

Examination and Evaluation

As per University rules, there is Two Internal examinations to be conducted in a semester by the institution and university Examination is conducted by University, which is a centralized process managed by University. For internal examination each subject in charge faculty member prepares separate question papers and Director of the institute will be deciding the final question paper for the internal examination. Every semester end internal marks of the students will be display in the notice board and signature of the students will be taken before uploading the same in the university website.

Research and Development

For promoting research A J Institute has purchased subscription for various online research journals and libraries to provide latest resources for the faculty members. Almost all faculty members are provided with personal computer which helps them carry out their research work. The institute has WiFi enabled internet facilities for the fast access to online resources. The faculty members are encouraged to publish their research contributions in various National International Journals and conferences. The Institute encourages the research scholars by providing on duty leave to focus on their research. , The institute motivates the faculty members to attend research oriented seminars/workshops/conferences etc. The Institute encourages faculty members to

pursue Ph. D programmes in reputed universities. The institute supports the researchers by providing high end computing facility with necessary software and with modern equipments. We feel proud and happy to inform that we are the only stand alone institute in MBA in our region who got 2(f) and under 12(B) from UGC. Institute encouraged all the faculty members to upload research proposal for UGC granted minor research programme.

Library, ICT and Physical Infrastructure / Instrumentation

A. J. Institute of Management is endowed with the resources such as: Excellent digitalized library with about 14,529 books, 47 journals, two knowledge software JGate and ProQuest, four multimedia PC's with internet connection supported by WiFi and LAN. Air conditioned computer lab, equipped with licensed hardware and license software, high speed and secured internet access, Dell Sonic wall, branded Desktop PCs supported by DELL server tower. Spacious Airconditioned classrooms with internet connected full range of audiovisual systems and air conditioned conference hall, round the clock security for the campus supported by CC Camera. Institute also downloaded and purchased nearly 8000 ebooks from dell net portal and from other sources for the institute library.

Human Resource Management

We strictly believe in the motto of team building and collective decision making. The Institute organizes various orientation and enrichment programmes for both teaching and nonteaching staff members for upgrading their skills in the latest technology. AJIM provide Special Leave for pursuing higher studies, attending enrichment courses/seminars/conferences/workshops and exam duties. Institute has Biometric, CCTV facility which is used for human resource management.

Industry Interaction / Collaboration

Efforts are made to build and maintain excellent rapport with the Management of various Organizations and Industries and forge collaborative Industry, Academia alliances. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically. Institute is in process of initiating Memoranda of Understanding with major companies to provide certificate programmes.

	Institute deputed students for seminars, management development programmes and conferences organised by the industry and corporate. After the second semester students actively participated in industry institute also assist students to do Summer Internship Programmes. Getting our students suitable placements in the company after the course completion institute has signed MOU with Bangalore base Company Seventh Sense Pvt limited for placement assistance.
Admission of Students	The scores/grades secured by the students in their Bachelor degree level and MAT, KMAT, PG CET etc., enable the Institute to evaluate the competency of the student at the base level.

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

E-governance area	Details
Planning and Development	Emdees Computers, S67, Ramnik Arcade, Bejai Kapikad Road, Mangalore 575004
Administration	Emdees Computers, S67, Ramnik Arcade, Bejai Kapikad Road, Mangalore - 575004
Finance and Accounts	Emdees Computers, S67, Ramnik Arcade, Bejai Kapikad Road, Mangalore - 575004
Student Admission and Support	Mangalore University, Mangalagangothri, Konaje, Mangalore - 574199
Examination	Mangalore University, Mangalagangothri, Konaje, Mangalore - 574199

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Mrs. Rashmitha R. Kotian	Faculty Development Programme on "Unravelling the Research Domain"	LMET	4600
2018	Mr. Mahesh P.G.	Three day Management Development Programme on "Agile Leadership in the Changing Business Environment"	LMET	2800

2018	Mr. Mahesh P.G.	one day State Level Conference on "Women Entrepreneurship"	LMET	500
2018	Mr. Mahesh P.G. Mr. Deepak K. Rao	International Conference on "Contemporary Practices in Enhancing Business Excellence"	LMET	7200
2019	Mr. Chethan Kumar	Attend the two days Management Development Programme (MDP) on "Contract Management"	LMET	3700
2019	Mr. Deepak Rao, Mr. Mahesh P.G.Mrs. Harshitha, Prof. Arathi K	one day National Conference on the theme "Tourism Hospitality Industry"	LMET	2000
2019	Mrs. Rashmitha R. Kotian	Attend the Five days Global Initiative on Academic Network (GIAN) program on "Global Sourcing Strategies and Applications"	LMET	1700
2019	Prof. Mahesh P.G.	a Two Day Workshop on "Research Methodology and Data Analysis Using SPSS"	LMET	1900
2019	Prof. Chethan Kumar	a one day Faculty Development Programme on "Technology Enabled Class Room"	LMET	450
2019	Mrs. Swapna Shetty	one day International Conference on the Theme "A Decade of Global Financial"	LMET	2600

		Crisis		
2019	Mrs. Swapna Shetty	workshop on the Theme "Writing Research Paper"	LMET	500
2019	Mrs. Swapna Shetty	Consent to attend a OneWeek FDP on "Fundamentals of Data Analysis Reporting for Research and Publication"	LMET	27730
2019	Prof. Deepak Rao	National Conference on MBA Journey 111: Emerging opportunities Challenges	LMET	6593
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1		2	

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Handsome salary for the faculty Provident Fund facility for all Medical assistance through A. J. Hospital and Research	Transport facility for teaching and nonteaching staff Earned Leave, EPF, Maternity Leave are provided The Institute	Cash prizes are awarded to rank holders of university examination. Industrial trips are organized and several

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

provides college uniform to nonteaching staff

workshops, training sessions are conducted for their overall improvement. In campus girls hostel facility with quality housing facility.

6.4 – Financial Management and Resource Mobilization

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

The accounts of the Institute are audited regularly as per the Government rules. An internal auditor, audits our accounts every quarter. He checks cash receipts with fee receipts and payments with vouchers and necessary supporting documents. He also ensures that all payments are duly authorized. But the external auditor conducts Statutory Audit at the end of the financial year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Shades Mangalore, Evergreen Mangalore, Samvitti - Capital Udupi, Union Bank, Canara Bank, MIFSE, Hangyo Ice cream, Titan Eyeplus, Pancharathna, St Antony Hardware, Deepak Steel, Salian and Family - Mangalore	75000	Management Fest - elixir
View File		

6.4.3 – Total corpus fund generated

488

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	Yes		Yes	

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

- Conducted parents teacher meeting at the institute on first year induction programme and appointed members for the committee by the faculty in charge
- Student council member Manisha's Father has contributed and helps our students to raise fund and kind to organise national level management fest at the college.
- Institute has collected the Parents signed antiragging affidavits document.
- Institute invited parents for annual day and prize distribution ceremony programme

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

- Staff Development Programme for Non Teaching Staff was organised at Institute on the theme "Practicum on Powerful Persona and Passionate Professionalism" on 21.04.2019 at college campus.
- Financial assistance for non teaching staff for attending workshop and conferences provided. Mrs. Ajitha Kumari attended OneDay Workshop on Digital Informatics on 10th May 2019 at Mangalore University College and college has paid registration fees of this programme
- Annually salary increments and two sets of uniform provided by the trust.

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

- Uploaded minor research proposal in UGC website
- Introduced certificate add on courses of "Excel and its Managerial Use" for second year students and Corporate communication courses (Excel and Computer Basic) for first year students.
- Institute has got approval for additional intake of one more batch of first year students for the next academic year.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Lecture on How to be a successful Entrepreneurs	10/08/2018	10/08/2018	10/08/2018	117
2018	One day workshop on the theme "Preparations for Placements: An overview"	01/08/2018	01/08/2018	01/08/2018	119
2018	Mock Interview	30/08/2018	30/08/2018	30/08/2018	118

2018	Three Day workshop on "Placement Preparation"	22/10/2018	22/10/2018	24/10/2018	119
2018	Two day workshop on "Self Awareness and Effective Personality"	08/11/2018	08/11/2018	09/11/2018	116
2018	Expert lecture on Theory, Demo and Practice on Fire and Safety	07/09/2018	07/09/2018	07/09/2018	232
2018	Inspirational Movie session on Paramanu	29/08/2018	29/08/2018	29/08/2018	58
2018	Inspirational Movie session on Colour Paradise	29/08/2018	29/08/2018	29/08/2018	52
2018	Inspirational Movie Presentation on 102 not out	12/09/2018	12/09/2018	12/09/2018	54
2018	Intra Management Fest	15/11/2018	15/11/2018	15/11/2018	236
2018	Inspirational Movie Presentation on Gazia Attack	29/11/2018	29/11/2018	29/11/2018	55
2019	Contribution of Women in Developing Entrepreneurship	13/03/2019	13/03/2019	13/03/2019	112
2019	lecture on Blue Ocean Strategy	15/03/2019	15/03/2019	15/03/2019	110
2019	lecture on Self Awareness for Professional Efficiency	20/03/2019	20/03/2019	20/03/2019	113

2019	lecture on Tobacco Consumption, Hypertension and Present Life Style	04/04/2019	04/04/2019	04/04/2019	108
2019	lecture on Provident Fund and Pension Fund	18/04/2019	18/04/2019	18/04/2019	112
2019	Two day workshop on the theme "Attitude and Professional Perfection"	06/03/2019	06/03/2019	07/03/2019	118
2019	Four Day workshop on "Placement Preparation"	06/02/2019	06/02/2019	09/02/2019	117
2019	Elixir - 2018 National Level Management Fest	28/02/2019	28/02/2019	01/03/2019	560
2019	Inspirational Movie Presentation on Uri	07/03/2019	07/03/2019	07/03/2019	54
2019	Industrial Visit	25/04/2019	25/04/2019	25/04/2019	58
2019	Industrial Visit	27/04/2019	27/04/2019	27/04/2019	58
2019	Traditional Day Celebrations	27/04/2019	27/04/2019	27/04/2019	221
2019	Cultural day celebrations	29/04/2019	29/04/2019	29/04/2019	238
2019	Sports Day	30/04/2019	30/04/2019	30/04/2019	234
2019	Short Movie Release - "Power of Youth"	15/04/2019	15/04/2019	15/04/2019	58
2019	Orphanage Visit to Abhayashrama, Konaje.	16/03/2019	16/03/2019	16/03/2019	35
2019	Mime Show on Voter Awareness at	15/04/2019	15/04/2019	15/04/2019	39

Urva Store
Bus Stand,
Mangalore

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Expert Lecture on Contribution of Women in Developing Entrepreneurship	13/03/2019	13/03/2019	36	62

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Percentage of power requirement of the College met by the renewable energy sources by Installation of 150 KV Solar panel for solar energy is under progress. The Institute and Hostel power requirement is 100 KV. However, the excess 50 KV will be transferred to the grid of Karnataka Power Transmission Company Limited for Rs. 9.00.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Physical facilities	No	0
Provision for lift	No	0
Braille Software/facilities	No	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	03/09/2018	000000	Since the college is situated nearer to	Pollution	236

					the National Highway To avoid Noise and Air pollution airconditioners are fitted in all the Class Room, Computer Lab and Auditorium		
2018	1	0	03/09/2018	0	Boys Hostel is situated far away from the college. Hence College provides regular Transport facilities to the hostellers	Transportation	15
2018	0	1	07/09/2018	1	Theory, Demo and Practice on Fire and Safety	Safety Against Fire Accidents	236
2018	0	1	23/08/2018	1	Contribution of Charity in Cash and Kind to Kerala and Koorg Flood victims worth Rs. 60,000/	Charity for flood affected area	256
2018	0	1	16/11/2018	1	Yogakshema for Health Charity and Donation of Blood	Blood Donation	80

2019	0	1	15/04/2019	1	Mime Show on Voter Awareness at Urva Store Bus Stand, Mangalore	Street Play	20
2019	0	1	11/05/2019	1	Training programme on public speaking for public and JC members	One day workshop	29
2019	0	1	14/04/2019	1	Provident Fund and Pension Fund	Expert Lecture	116

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blue Ocean Strategy Expert Lecture	15/03/2019	15/03/2019	236
Self Awareness for Professional Efficiency Expert Lecture	20/03/2019	20/09/2019	116
Tobacco Consumption, Hypertension and Present Life Style Expert Lecture	04/04/2019	04/04/2019	236
Career Building Expert Lecture	20/04/2019	20/04/2019	236
Two day workshop on the theme "Attitude and Professional Perfection"	05/03/2019	06/03/2019	116
Inspirational Movie session on Colour Paradise	29/08/2018	29/08/2018	56
Inspirational Movie Presentation titled - Neeraja	11/10/2018	11/09/2019	60
Club Activity - Art Paint programme on the theme Fight	07/03/2019	07/03/2019	50

Against Terrorism			
Short Movie Release - "Power of Youth"	15/04/2019	15/04/2019	236

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The Institute has developed its own practices to ensure greenery around and also to contribute to ecological balance, by implementing a few humble unstructured systems, which are mentioned here below

- Majority of the students and staff of the Institute use public transport to travel from their respective places.
- Dustbins are provided in the classrooms and in some strategic points to collect the paper waste. However, the use plastic carry bags by students and canteen personnel are highly discouraged.
- All internal communications are carried out to the students and faculty members through emails and Whatsapp groups.
- In a similar way, after conducting programmes, the faculty in charge prepares a detailed report with photographs and stores the same in the form of econtent and made accessible through Institute website.
- Efforts are also made to keep the campus clean and green, through planting trees and regular maintenance of garden.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

First Best Practice: Title of the Practice: Short Video Preparation and Inspirational Video Presentation
Objectives of the Practice: This best practice has two dimensions Preparation of Short videos and Presentation of Inspirational videos. The specific objectives of the practice are To unleash hidden talents, creativity of students and to build team spirit among them. To provide the hands on experience to the students on the application of management theories to practice. **The Context:** Themes such as environment protection, gogreen, corruption etc., are selected for short video preparation, to create awareness on the themes and to address such social menace. For inspirational video presentation, subjects like stories of successful personalities, results of inspirations, family, culture etc., are selected to motivate the students to inculcate values.

Second Best Practice: Title of the Best Practice: Publication of Biannual Research JournalAnveshana...
Search for Knowledge Objectives of the Practice: Today, higher education is considered as a trinity to perform threefold functions: teachinglearning, researchpublication and extensiondevelopment. With this background, the Institute is publishing this Research Journal with the specific objectives such as To carryout research and publication activities religiously To create a research bent of mind among the students and faculty To facilitate the publication activities of the faculty of the Institute and other scholars

- To contribute to the existing bank of knowledge with new additions
- To develop quality academic relations with other academicians and institutions
- To strengthening the library of the Institute through getting other quality journals on exchange basis

The Context: With the novel idea of contributing further, our Journal embraces the domain of knowledge from Commerce, Management, Finance, Marketing, Banking, Insurance, Human Resource Management, Agriculture etc. As the need of the hour, it focused on research articles, case studies, empirical reports and conceptual papers on contemporary issues. The Institute has brought out the special issues of the Journal intermittently, on some special occasions like national conference etc. The Journal would contain invariability, a page for book review to enhance the reading practices among the people. The Institute also focused on the regional representation and cross sections of the society while selecting the scholarly articles for publication, to know around better. Most importantly, the Institute ventured to enter the area of publication when there was dearth of quality research articles as no other educational institution under Mangalore University, thought of bringing out a research journal.

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

<http://ajimmangalore.ac.in/wp-content/uploads/2018/12/bestpractices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

A.J. Institute of Management has not left a single stone unturned in developing the Institute as a Centre of Excellence in Management Education by continuously benchmarking itself against the best. It is our mission to impart value based management education, designed to prepare young men and women for leadership positions. The Institute also believed that 'teachinglearning' is no longer restricted to the classroom, hence, moved beyond the boundaries and structured course content. As per our Vision, business education is the process of imparting knowledge that is essential, skills that are relevant and values that are foundational. Further, fact remains that business education has to provide two kinds of knowledge that is 'how to think' (knowledge component) and 'how to live' (skill component). The distinct thought of the Institute is that, success of a student at our Institute not only to be decided by the marks or CGPA he or she is scoring, but also to what extent he or she is transformed over the four semesters by imbibing the skills and values. Hence, as per the distinctiveness of our Vision Mission, priority and thrust is given for the skill building activity to make the students proficient, perfect and professional. With the novel idea of enhancing of knowledge and skills as well as for imparting values among the students, the Institute looked beyond its boundaries and strived hard to achieve the better of the best in management education, as it is reflected in our Vision. With this intension, the Institute organized a large number of activities through different Clubs and Associations. These varied activities provided hands on experience to the students and taught them how to plan, organize, coordinate, supervise, control, articulate, communicate, work in a team, motivate (self and others), develop sense of responsibility, reasoning and so on. Accordingly, the Institute planned and implemented activities through a structured action plan. They are properly coordinated and supervised through Clubs and Associations.

Provide the weblink of the institution

<http://ajimmangalore.ac.in/wp-content/uploads/2018/12/Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

Future Plans of Action for next Academic Year • Since the building has expanded and renovated, library will be shifted to the new spacious room with modern infrastructural facilities. • Enabling the easylib software to access books online • Providing additional computers for accessing ebooks at library. • Creating provision of uninterrupted internet connectivity with four parallel connection, coordinating professional institutions working under Laxmi Memorial Education Trust. • Enhanced focus on skill development activities to the students. • In order to provide quick services to the students and their parents, institution office will be modernized. • Provision of new staff room for the faculty members • Procurement of latest edition reference books • Introducing Industry certified new addon courses • Organizing placement drive at institute campus • Organizing Teaching Skill enhancement Faculty Development Program • Signing MOU with IAM for CMA United states program • Introduction of New Online and Offline courses