

**DEPARTMENT OF MANAGEMENT STUDIES
MANDATORY DISCLOSURE (2023-2024)**

1. Name of the Institution

Name: Nehru Memorial College
Address: 187, Abinimangalam, Puthanampatti, Tiruchirappalli – 621007
Telephone 04327234638 Mobile: +91 - 9486165596
E-mail : principal@nmc.ac.in

2. Name and address of the Society and the Trustees

Name of Society: The Nehru Memorial College committee
Address: 187, Abinimangalam, Puthanampatti, Tiruchirappalli – 621007
Telephone: 04327 – 234638 Mobile 9842456771
E-mail: bala@nmc.ac.in

3. Trustees

S.No	Name	Nature of Association with the Promoting Body
1.	Thiru. P. Balasubramanian	President
2.	Thiru. P. Ravichandran	Secretary
3.	Tmt. T. Thenmozhi	Educational Agency
4.	Er.B. Suriya	Treasurer
5.	Shri. A. Loganathan	Educational Agency

4. Name and Address of the Principal

Name: Dr. A. Venkatesan
Address: The Nehru Memorial College committee,
187, Abinimangalam, Puthanampatti, Tiruchirappalli - 621007
Telephone: 04327 – 234638 Mobile: +91 9443008804
E-mail: principal@nmc.ac.in

5. Name of the affiliating University:

Bharathidasan University,
Palkalaiperur, Tiruchirappalli – 6200024
Tiruchirappalli District
Tamil Nadu State

6. Members of the Governing Council

1.	Thiru. Pon. Balasubramanian, No T3, JC Abode, 20 Karur Bye Pass Road, Annamalai Nagar, Tiruchirappalli-18.	Chairman
2.	Thiru. Pon. Ravichandran B 501-601 Crest Residences, Phenix Mall, 142 Velachery Road, Velachery, Chennai - 600042.	Educational Agency Nominee
3.	Thiru. B. Surya No. T3, JC Abode, 20 Karur Bye Pass Road, Annamalai Nagar, Tiruchirappalli-18.	Educational Agency Nominee
4.	Mr. J. Suresh Samuel Member, Board of Management Vinayaka Mission's Research Foundation Vinayaka Nagar, Rajiv Gandhi Salai (Old Mahabalipuram Road), Paiyanoor, Chennai- 603104	Educational Agency Nominee
5.	Thiru. P. Michael Vethasiromony, IAS (R) No. 147 Vivekananda Nagar, Thirumala Post, Tirvandrum — 695 006. Kerala	Educational Agency Nominee
6.	Dr. V. Saavithri Dean Academic Affairs, Associate Professor & Head, Dept. of Mathematics, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Teachers' Representative
7.	Dr. M. Meenakshisundaram Coordinator (SF), Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Teachers' Representative
8.	Dr. K. T. Tamilmani, Vice-Principal, Associate Professor & Head, PG and Research Department of English, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Administrative Officer
9.	Dr. M. Krishnan Vice Chancellor, Central University of Tamil Nadu Thiruvavur, -610005	Educationist
10.	Dr. A. Gunasekaran Joint Director of Collegiate Education O/o Regional Joint Director of Collegiate Education, Opp .Periyar EVR College Khajamalai, Tiruchirappalli - 620 023.	State Government Nominee
11.	Dr. M. Senthilvelan Professor, Department of Non-Linear Dynamics Bharathidasan University, Palkalaiperur, Tiruchirappalli-620024.	University Nominee

7. Members of the Academic Advisory Body

S.No	Name & Address	Designation
1.	Dr. A. Venkatesan Principal Nehru Memorial College (Autonomous) Puthanampatti-621 007.	Chairman, Academic Council
2.	Dr. K. T. Tamilmani Vice - Principal Associate Professor & Head Department of English Nehru Memorial College (Autonomous) Puthanampatti-621 007.	Chairman, Board of Studies for English (Part-II)
3.	Dr. S. Kumararaman Vice-Principal Associate Professor Department of Physics, Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for PG Physics
4.	Dr V. Saavithri Associate Professor & Head, Department of Mathematics Nehru Memorial College (Autonomous) Puthanampatti-621 007.	Member Secretary Academic Council & Chairman Board of Studies for PG Mathematics
5.	Dr. S. Rajasekar Professor School of Physics, Bharathidasan University Palkalaiperur, Tiruchirapalli - 620 024	Governing Body Nominee
6.	Dr.Sasikumar Associate Professor of Botany, Dean Placement & Training, Nehru Memorial College (Autonomous), Puthanampatti -621 007.	Chairman, Board of Studies for Allied Botany
7.	Dr. J.E. Morvinyabesh Assistant Professor, Department of Botany (SF), Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies UG Botany
8.	Mrs. K. Hemalatha Assistant Professor, Department of Management Studies, Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for UG Management Studies (B.B.A)
9.	Dr.D. Viji Saral Elizabeth Associate Professor, Department of Chemistry, Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for UG Chemistry
10.	Dr. T. Gayathri Assistant Professor & Head, Department of Commerce, Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for UG Commerce

11.	Dr. B. Menaka Assistant Professor, Department of Commerce (SF), Nehru Memorial College (Autonomous), Puthanampatti -621 007.	Chairman, Board of Studies for B.Com. (Computer Applications)
12.	Dr. K. Deepa Assistant Professor, Department of Computer Science (SF), Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for UG Computer Applications
13.	Dr. K. Mani Associate Professor & Head, Department of Computer Science, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for UG Computer Science
14.	Dr. N. Kalpana Assistant Professor & Head, Department of Data Science (SF), Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for UG Data Science
15.	Dr. T. Porselvi Associate Professor & Head, Dept. of Economics, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for UG Economics
16.	Mr. A. Udayakumar Assistant Professor Department of English (SF) Nehru Memorial College (Autonomous) Puthanampatti - 621 007.	Chairman, Board of Studies for B.A. English
17.	Mr. N. Narendra kumar Assistant Professor, Department of Catering, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for UG Hotel Management
18.	Dr. V. Mohanaselvi Assistant Professor, Department of Mathematics, Nehru Memorial College (Autonomous), Puthanampatti - 621 007	Chairman Board of Studies for UG Mathematics
19.	Dr.M.Meenakshisundaram Coordinator, Assistant Professor & Head Department of Botany (SF), Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for PG Botany & UG Nutrition & Dietetics
20.	Dr.A.Rajendran Associate Professor & Head, Department of Physics, Nehru Memorial College (Autonomous), Puthanampatti-621 007	Chairman, Board of Studies for UG Physics
21.	Ms. A. Sasikaladevi Assistant Professor, Department of Tamil (SF), Nehru Memorial College (Autonomous), Puthanampatti-621 007	Chairman, Board of Studies for B.A. Tamil

22.	Dr.S.Rajendran Associate Professor & Head, Department of Tamil, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for Tamil (Part-I)
23.	Dr.P.Neelanarayanan Associate Professor & Head, Dean Research & Consultancy , Department of Zoology Nehru Memorial College (Autonomous), Puthanampatti - 621 007	Chairman, Board of Studies for UG Zoology
24.	Dr.J.Mohanraj Director (Management Studies) Nehru Memorial College (Autonomous), Puthanampatti-621 007	Chairman, Board of Studies for PG Management Studies M.B.A
25.	Dr.A.Sekar Associate Professor & Head, Department of Chemistry, Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for PG Chemistry
26.	Dr.R.Mathivanan Director (Commerce), Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for PG Commerce
27.	Dr.D.Jayachitra Director (Computer Applications) Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for PG Computer Applications
28.	Dr.V.Priya Assistant Professor, Department of Computer Science (SF), Nehru Memorial College (Autonomous), Puthanampatti - 621 007	Chairman, Board of Studies for PG Computer Science
29.	Mr.C.Yogaraj Assistant Professor, Department of Data Science (SF), Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Chairman, Board of Studies for PG Data Science
30.	Mr.T.Antony Cruz Assistant Professor & Head, Department of English (SF), Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for M.A. English

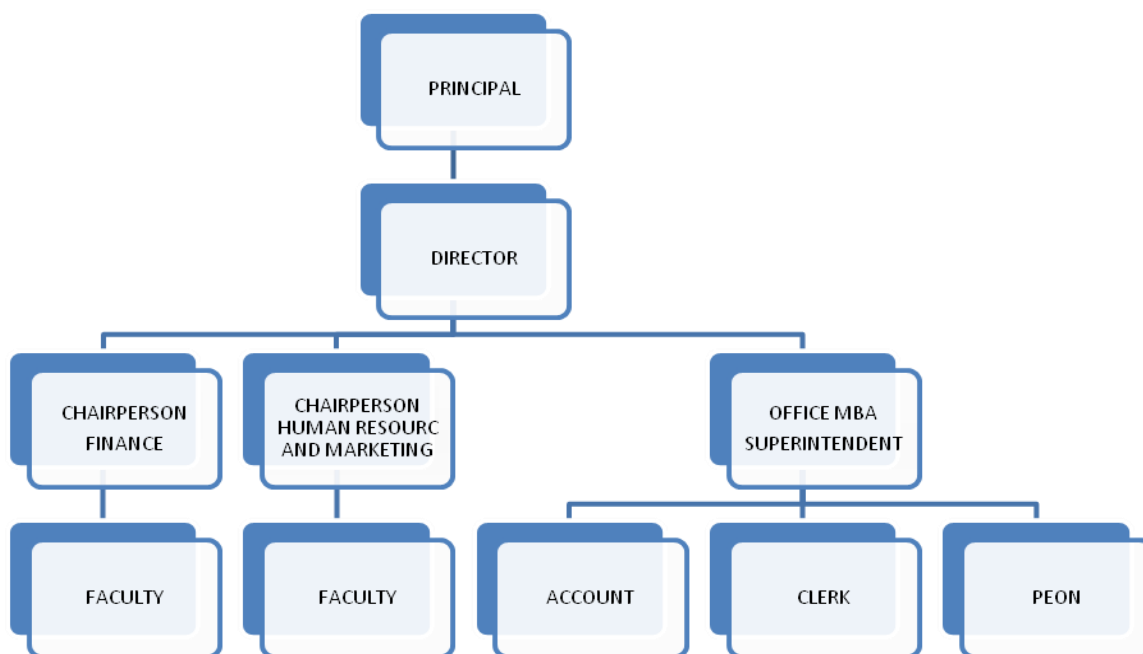
31.	Dr.C.Prabakaran Assistant Professor & Head Department of Tamil (SF), Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman,Board of Studies for M.A. Tamil
32.	Dr.N.Ramesh Assistant Professor & Head, Department of Zoology (SF) Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Chairman, Board of Studies for PG Zoology
33.	Dr.S.Sahayalatha Rani Associate Professor of Physical Education, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Dean Extension Activities
34.	Dr. M. Mary Anbumathy Controller of Examinations, Nehru Memorial College (Autonomous), Puthanampatti-621 007	Controller of Examinations
35.	Dr. K. Saravanan Assistant Professor, Department of Zoology Nehru Memorial College (Autonomous), Puthanarnpatti-621 007.	IQAC Coordinator
36.	Ms.R. Lakshmi Assistant Professor, Department of English, Nehru Memorial College (Autonomous), Puthanampatti - 621 007.	Teacher Representative Nominated by the Governing Body
37.	Dr.A.Prabu Assistant Professor, Department of Commerce, Nehru Memorial College (Autonomous), Puthanampatti-621 007.	Teacher Representative Nominated by the Governing Body
38.	Dr. V. Umadevi Assistant Professor, Department of Computer Science, Nehru Memorial College (Autonomous) Puthanarnpatti-621 007.	Teacher Representative Nominated by the Governing Body
39.	Dr.R.Kabilan Assistant Professor of Physics & Assistant IQAC Coordinator Department of Physics (SF), Nehru Memorial College (Autonomous) Puthanarnpatti-621 007.	Teacher Representative Nominated by the Governing Body
40.	Mrs. P. Backiyalakshmi, Assistant Professor Department of Mathematics, Nehru Memorial College (Autonomous) Puthanarnpatti-621 007.	Teacher Representative Nominated by the Governing Body

41.	Dr. A. Kasthuri Assistant Professor & Head, Department of Chemistry (SF), Associate Dean Placement & Training Nehru Memorial College (Autonomous) Puthanarnpatti-621 007.	Teacher Representative Nominated by the Governing Body
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❖ **Frequently of the Board Meeting and Academic Council**

The Board of Management will be meeting once in a year. The Academic Council will meet once in every academic year.

❖ **Organizational Chart and Processes**



❖ **Nature and Extent of involvement of Faculty and students in academic affairs/improvements**

Faculty and Students are involved in all related academic affairs for continuous improvement through the following forums.

- ❖ Board of Studies.
- ❖ Department Advisory Committee.
- ❖ Course Committee Meeting for regular curriculum review.
- ❖ Providing feedback on Teaching Learning Process.
- ❖ Conducting Seminars, Symposiums and Conferences in their departments.
- ❖ Mentoring system.
- ❖ Internal Quality Assurance Cell.

- i. Faculty members and students (One student representative from senior class and another one from alumni) are involved in Board of Studies (BOS). They provide inputs for new / revision of curriculum and syllabi including additions, deletions and rearrangements of courses and their contents, based on employability requirements.
- ii. Faculty members and students (One student representative from each year of the programme, gender justified) are involved in Department Advisory Committee Meetings held every semester. This committee supports Boards of Studies in Curriculum Design and Development suggesting measures such as changes in syllabi, research, teaching and learning methodologies etc. They also involve in the planning of the additional courses to be augmented, Industrial visits and In-plant training.
- iii. The reports from feedback mechanism for the improvement of this syllabus of each course is vetted and improvised based on the feedback by the Course Committee and the recommendations for the same is given to Department Advisory Committee for further discussions.
- iv. At the end of each academic year feedback from all the students on curricular aspects on every programme is taken. The given feedback is analyzed meticulously and the concerns given by the students with regard to the curriculum is consolidated and submitted to Chairman BOS of the respective programme.
- v. Feedback from students on “Teaching Learning Process” is collected at the middle and at the end of every semester for the courses they undertake. This helps the teacher to enhance the pedagogy and its related extended activities for attaining higher outcome of the MBA Programme
- vi. Two students class representatives (gender justified) acts as a bridge between students and faculty members. They support /facilitate in day to day conduct of classes according to the time table and in the liaisoning of lecture classes with the faculty members.
- vii. Students are actively involved in organizing symposiums, conferences and other extra & co - curricular activities through various clubs and societies.
- viii. Faculty members are allotted as student mentors. Through mentor – mentee system, every student is mentored personally and periodically on their academic performances and for getting help from the concerned faculty members for enhancing their academic performance.
- ix. Internal Quality Assurance Cell (IQAC): College IQAC has student representatives who shall participate in every quarter of the IQAC meeting conducted along with other external experts wherein the student representative can interact, suggest and contribute in the process of continuous quality assurance of MBA and research related processes and also in the future planning and development of College systems.

♦ **Mechanism/ Norms and Procedure for Democratic/ Good Governance**

The powers, duties, responsibilities and involvement ineffective decision making of the persons concerned in the organizational structure are enshrined in the Bye-laws and Constitution of the

Institution. The Institution encourages the department to function independently and autonomously. The different aspects of autonomy given are as follows:

1. Academic autonomy
2. Research Autonomy
3. Financial autonomy

♦ **Student Feedback on Institutional Governance/ Faculty performance**

- Quality Management System (QMS) is well established in the Institution, which monitors the feedback mechanism.
- The feedback mechanism is to get feedback from students regarding the teachers for every semester for MBA course.
- The feedback report is informed to the faculty concerned through the Director for taking corrective measures.
- Based on the feedback the course teacher modifies the teaching methodology suitably which improves the quality of teaching.
- The feedback mechanism is monitored by the Director and faculty

♦ **Grievance Redressal mechanism for Faculty, staff and students**

- Complaints are received through Complaint / suggestion box, E-mail, SMS and phone calls.
- Depending on the nature of grievances they are addressed by Anti-ragging Committee, Grievances Redressal Committee (Staff), Grievances Redressal Committee (Student), Internal Complaints Committee and any other committee formed (for any specific purpose). Complaint / suggestion box is placed outside Principal Office
- The complaint / suggestion box will be opened on every Friday afternoon and the complaints / suggestion received will be sorted out and forwarded to the respective Section Heads for suitable action.
- If problems are not addressed anywhere in a period of two-weeks, students can appeal through e-mail to the principal

8. Establishment of Anti Ragging Committee

The Committee is formed to prevent ragging inside or outside of the College campus. The committee will meet as and when necessary. The tenure of the nominated members will be renewed / reviewed annually. The Committee members are as follows

S.No	Name	Member	Responsibility
1.	Dr. A. Venkatesan	Principal	Convener
2.	Dr. Tamilmani K.T	Vice Pincipal	Co - Convener
3.	Mr. S. Santha Kumar	Sub – Inspector Pulivalam Police Station	Member
4.	Mr. N. Ganesh Shankar	Reporter Dinamani (Thuraiyur Area) Trichy	Member

5.	Dr. P. Kanimozhi	Managing Director Empower Trust, Trichy	Member
6.	Thiru M. Selvam	Thasildar , Thuraiyur	Member
7.	Dr.G.Balasubramanian	Assistant Professor of Commerce	Coordinator
8.	Dr.S. Sahayalatharani	Physical Director	Member
9.	Dr T. Porselvi	Associate Professor of Economics	Member
10	Dr A. Prabhu	Assistant Professor of Commerce	Member
11	Dr. D. Jayachitra	Director of Computer Application	Member
12	Mr. A. Udhaya Kumar	Assistant Professor of English	Member
13	Mr. K. Chandran	Assistant Professor of English	Member
14	Dr. V. Kaleeswari	Head Criterion – VI Governance, Leadership and Management	Member
15	Dr.V.R. Vijayalakshmi	Head , Criterion -V Student Support and Progression	Member
16	Dr.K.Saravanan	IQAC Coordinator	Member
17	Prof. R. Kabilan	Assistant IQAC Coordinator, Boys Hostel Warden	Member
18	Dr. L. Anitha	Girls Hostel Warden	Member
19	Dr. M.Meenakshisundaram	Coordinator of Self-Financed Programmes	Member

S.No	Roll. No	Name	Department	Phone. No	Responsibility
1	P23MCA114	P. Susendrakumar	MCA	6379989360	Students Representative
2	P23MCA121	G. Monisha	MCA	7092682153	Students Representative
3	P23MBA121	T. Pavithra	MBA	9025885852	Students Representative
4	P23MBA101	P. Akathyan	MBA	9384906037	Students Representative
5	P22PHY005	R. Anusiya	M.Sc Physics	7010140158	Students Representative
6	U21BCA106	R.P. Hareesk	BCA	8668049150	Students Representative
7	U21BCA129	L. Mathiyazhaki	BCA	9342869592	Students Representative
8	U21BBA108	R. Manigandan	BBA	9025146588	Students Representative
9	U21BBA113	S. Durgadevi	BBA	9360317908	Students Representative

10.	U21CSE009	M. Madhavan	B.Sc Computer Science	9786882514	Students Representative
11.	U22MAT009	S. Mathesh	B.Sc Maths	6382484186	Students Representative
12.	U21PHY023	A. Preethi	B.Sc Physics	9003395875	Students Representative
13.	U21CHE016	M. Deepika	B.Sc Chemistry	9360247805	Students Representative
14.	U21ZOO012	M. Devadharshini	B.Sc Zoology	9944398635	Students Representative
15.	U22ECO048	B. Tharunika	BA Economics	8110066361	Students Representative
16.	U21COM009	P. Siva	B. Com	9487665019	Students Representative

❖ **Establishment of Online Grievance Redressal Mechanism**

Yes

❖ **Establishment of Grievance Redressal Committee in the Institution and Appointment of Ombudsman by the University**

The Grievance Redressal Cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non-academic matter within the campus through the grievance/ suggestion box. The SGRC resolve the grievances of the students within stipulated time.

Objectives: The Grievance Redressal Cell has been developed to settle the grievances of the students and other stakeholders within a reasonable time period for further strengthening the bond of the students with the institution by providing them with all kind of facilities to a satisfaction level for maintaining a convenient ambience of academic teaching and learning

S.no	Name	Designation	Responsibility
1.	Dr. A. Venkatesan	Principal	Convener
2.	Dr. Tamilmani K.T	Vice Principal	Co - Convener
3.	Dr. S. Rajendran	Head, Associate Professor of Tamil	Coordinator
4.	Dr. K. Karunakaran	Assistant Professor Economics	Member
5.	Dr. G. Thilagavathi	Assistant Professor Physics	Member
6.	Dr. R. Mathivanan	Director of Commerce	Member
7.	Dr. B. Ramesh	Assistant Professor of computer Science	Member
8.	Ms. P. Backialakshmi	Assistant Professor of Mathematics	Member
9.	Mr.M.Rajesekaran	Assistant Professor of English	Member

10.	Dr.L. Anitha	Assistant Professor of Mathematics & Hostel Warden	Member
11.	Dr. M. Meenakshisundaram	Coordinator – Self finance Programmes	Member
12.	Dr. V. Kaleeswari	Head, Criterion – VI Governance, Leadership and Management	Member
13.	Dr. A. Arumugam	Assistant Professor of Chemistry	Member
14.	Prof. R. Kabilan	Assistant IQAC Coordinator, Boys Hostel Warden	Member
15.	Dr. K. Saravanan	IQAC Co coordinator	Member
16.	Mrs. K. Hemalatha	Assistant Professor of Management Studies	Member
17.	P. Susenthakumar & P. Adithyan	Student	Member
18.	L. Daisy & T. Pavithra	Student	Member

9. Establishment of Internal Complaint Committee (ICC)

The Internal Complaints Committee has been formed at Nehru memorial College (Autonomous), to address the issues under Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students. The committee is formed to provide protection against sexual harassment of female employees and students in the Campus and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental there to. The objectives of the Internal Complaints Committee of Nehru Memorial College are

- ❖ To deal with issues of “Gender Based Violence”
- ❖ To conduct “Gender Sensitization Programme

S.No	Name of the member	Designation	Responsibility
1.	Dr. A. Venkatesan	Principal, Chairman	Convener
2.	Dr. Tamilmani K.T	Vice Principal	Co - Convener
3.	Dr. Viji Saral Elezabeth	Associate Professor of Chemistry	Coordinator
4.	Dr. R. Sangeetha	Assistant Professor of Physics	Member
5.	Dr. K. Karunaharan	Assistant Professor of Economics	Member
6.	Dr. I. Sumathi	Assistant Professor of Commerce	Member
7.	Dr. G. Balasubramanian	Assistant Professor of Commerce	Member
8.	Dr. R. Shanthi	Assistant Professor of Mathematics & Hostel warden	Member
9.	Dr. L. Anitha	Girls Hostel Warden	Member
10.	Dr. M. Meenakshisundaram	Coordinator – Self finance	Member

		Programmes	
11.	Dr. V. R. Vijayalakshmi	Head, Criterion – V Student Support and Progression	Member
12.	Dr. V. Kaleeswari	Head, Criterion – VI Governance, Leadership and Management	Member
13.	Dr. K. Saravanan	IQAC coordinator	Member
14.	Prof. R. Kabilan	Assistant IQAC Coordinator, Boys Hostel Warden	Member
15.	Ms. Pushpalatha	Ph.D. Research Scholar	Member From Student
16.	Ms. R. Vinisha	II MA., Student	Member From Student

10. Establishment of Committee for SC/ ST (Formerly Equal Opportunities cell presently Anti-Discrimination Cell)

S. No	Name	Designation	Position
1.	Dr. A. Venkatesan	Principal	Chairperson
2.	Dr. Tamilmani K.T	Vice Pincipal	Co- Convener
3.	Dr.P. Kavitha	Assistant Professor of Mathematics	Co-Ordinator
4.	Dr. M. Umadevi	Assistant Professor of Chemistry	Member
5.	Dr A. Prabhu	Assistant Professor of Commerce	Member
6.	Dr. K. Deepa	Assistant Professor of MCA	Member
7.	Dr. A. Jegadesan	Assistant Professor of Physics	Member
8.	Dr. R. Shanthy	Assistant Professor of English	Member
9.	Dr. M. Meenakshi Sundaram	Head-Department of Botany, Co-Ordinator SF	Member
10.	Dr. V. Kaleeswari	Head, Criterion – VI Governance, Leadership and Management	Member

11.	Prof. R. Kabilan	Assistant IQAC Coordinator,	Member
12.	Dr. K.Saravanan	IQAC Co ordinator	Member
13.	Mr. V. Manoharan	Superintendent of Aided office	Member
14.	Mr. C. Bharathi	Office Assistant Representative of non-teaching staff	Member
15.	A. Sanjay	Student (MCA)	Member
16.	A. Tamilselvan	Student (MBA)	Member

11. Internal Quality Assurance Cell

S.No	Name	Designation	Role	Contact. No
1.	Dr. A. Venkatesan	Principal	Chairperson	9443008804
2.	Er. Pon.Balasubramanian	President of College Committee	Member from Management	9842456771
3.	Mr. Pon. Ravichandran	Secretary of College Committee	Member from Management	9840099823
Senior Administrative Officers				
4.	Dr. S. Kumararaman	Vice-Principal	Member	9443602725 8870058109
5.	Dr.K.T.Tamilmani	Vice-Principal	Member	9443592585
6.	Dr.M.Mary Anbumathy	Controller of Examination	Member	9962416718
7.	Dr. V. Saavithri	Dean, Academic Affairs	Member	9443856955
8.	Dr. P. Neelananarayanan	Dean, Research and Consultancy	Member	9443765887 7598268325
9.	Dr.C. Sasikumar	Dean, Training and Placement	Member	6369752840
10.	Dr. S. Sahayalatharani	Dean, Extension and Outreach activities	Member	9965871634
11.	Dr. M.Meenakshidsundaram	Coordinator (SF)	Member	9944339044
12.	Thiru. V. Manohar	Office Superintendent	Member	9943838004
13.	Thiru. S.Radhakrishnan,	Estate Manager	Member	8825522330
Teachers Representative in all Levels				
14.	Dr.S.Rajendran	HOD of Tamil	Member	9486064045
15.	Dr.A. Sekar	HOD of Chemistry	Member	9486968387
16.	Dr.K.Mani	HOD of Computer Science	Member	9443598804

17.	Dr.T. Gayathri	HOD of Commerce	Member	9578074383
18.	Dr.T.Porselvi	HOD of Tamil Economics	Member	9488020066
19.	Mrs.N.Kalpana	HOD of Data Science	Member	7639410536
20.	Dr. J. Mohanraj	HOD of Management studies	Member	7598005715
21.	Mr.N.Narendra Kumar	HOD of HMCS	Member	9715940060
22.	Dr,D.Jayachitra	Director. Computer Application	Member	9865019645
23.	Dr.R.Mathivanan	Director, Commerce	Member	9443687818
24.	Dr.V.MohanaseIvi,	Assistant Professor of Mathematics & Nodal Officer, NIRF.	Member	9952300336
25.	Dr. G. Balasu bramanian	Assistant Professor of Commerce	Member	9442255463
26.	Dr. A. Kasthuri	Associate Dean of Training & Placement Cell	Member	9865995151
Nominee from outside				
27.	Dr. T. Jayaprakasam VN Nagar, No.1 Tollgate, Tirchy	Principal (Rtd), Nehru Memorial College	Nominee from Alumni	9442869061
28.	Dr.R.Nagarajan, Principal, AVC College, Mannampandal Mayiladuthurai – 609305	Principal	Nominee from Academician	8778783492
29.	Dr. P. Subburethina Bharathi KMC, Tiruchirappalli	DGM – L&D Kauvery Medical Centre, Tiruchirappalli	Nominee from the Employer	6385796716
30.	Thiru. A.K.B. Nawas Babu, Plot No. 194, LIC Colony Main road, KK Nagar, Near District Court, Madurai - 625020	Managing Director, S.A. Knitwear's Pvt Ltd.	Nominee from Industrialist	9894758264
31.	Dr. K. Saravanan. Assistant Professor of Zoology'.	Associate Professor of Zoology	IQAC Coordinator	9360313909
32.	Mr. R. Kabilan Department of Physics	Assistant Professor of Physics	Assistant IQAC Coordinator	9486193892

12. Programmes

❖ Name of Programmes approved by AICTE

S. No	Programmes	Courses
1.	Management Studies	MBA
2	Management Studies	BBA

❖ Name of Programmes Accredited by NBA
Nil

❖ Status of Accreditation of the courses
Not Applicable

❖ For each Programme the following details are to be given:

S.No	Programme	Intake	Duration	Fees per Semester
1	MBA	120	2 Years	20000
2	BBA	60	3 Years	15000

For MBA 45% is for SC/ST

❖ Placement Facilities

- Exclusive Centre for Institution Industry Interaction (CII) facilitates Training & Placement activities for the students.
- Established tie-up with Vijay Dairy as an assessment partner to access students potential.
- Encouraging students to apply for internship.
- Provides Placement assistance for students.
- Provides Soft skill Training

S.No	Name of the Organization	Number of students participate
1	KMC Specialty Hospital (India) Ltd, Trichy	10

❖ Campus placement in last three years with minimum salary, maximum salary and average salary
Salary Details of Students Placed for the year 2021-23 Batch

10 Students

❖ Name and duration of programme (s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details:

Nil

13. List Faculties for AICTE

Permanent Teaching Staff

S.No	Name	Department	Designation
1.	Dr. P. Seeralan	Management Studies	Director
2.	Dr. J. Mohan Raj	Management Studies	Associate Professor
3.	Dr. N. Kannadasan	Management Studies	Associate Professor
4.	Mrs.K.Hemalatha	Management Studies	Assistant Professor

❖ Adjunct Faculty
No

❖ Permanent Faculty: Student Ratio

S.No	Programme	No. of Faculty	No. of Students	Staff Student Ratio
1.	MBA	4	30	1:15
2	BBA	3	25	1: 25

❖ Number of Faculty employed and left during the last three years
Not applicable

a. Profile of Principal, Director and Faculty Members (Website link should be added)

Name	Qualification	Present Designation	Mobile	E-mail ID Address	Address
Dr.A.Venkatesan	M.Sc., M.Phil.,Ph.D.,	Principal	9443008804	principal@nmc.ac.in	Nehru Memorial College, 187 Abinimanagalam, Puthanamapatti, Tiruchirappalli – 621007
Dr. P. Seeralan	MBA (IIT-R), SET,NET,PGD CA,Ph.D	Director	994213724 / 6380030497	Pseeralan@nmc.ac.in / Seeralan19.nmc@gmail.com	3/207,Sollakanni Amman Kovil Arch, Vellakalpatti , Puthanampatti (Post) Trichy-621007
Dr. J. Mohan Raj	MBA , Ph.D	Associate Professor	7598005715	economistmohan@gmail.com	No.15, Alli street, Cholan Nagar, Ramjee Nagar (Post) Trichy- 620009
Dr. N. Kannadasan	MBA., M.Phil., Ph.D	Associate Professor	9790184353	kannalinki24@gmail.com	4/134, First Bridge, sollanganallur, Malliyampathu Post, Trichy - 620102
Mrs. K. Hemalatha	MBA., M.Phil.,	Assistant Professor	9843618301	hemu162000@gmail.com	No.20A.Second east street, Mahalakshmi Nagar, Trichy - 620008

14. Fee

❖ Details of fee, as approved by State Fee Committee, for the Institution PG Courses

Courses Name / Fee	MBA	BBA
Tuition Fees	15,500	11,000
Special Fee	2500	1500
Electricity & Generators Fees	1000	1000
Miscellaneous Fees	1000	1500

Total	20000	15000
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- ❖ Time schedule for payment of fee for the entire programme

The Last date for payment of Fees : (4th Week of September for Odd Semester)
The Last date for payment of Fees : (4th week of February for Even Semester)

- ❖ No. of Fee waivers granted with amount and name of students
Nil

- ❖ Number of scholarship offered by the Institution, duration and amount (For the year 2023 –2024)
Nil

- ❖ Estimated cost of Boarding and Lodging in Hostels

s.no	Particulars Per Month	Non – A/c Room
1.	Room Rent	1000
2.	Mess Fees	2000
	Per Month	3000
	Per Year	36000

15. Admission

- ❖ Number of seats sanctioned with the year of approval 2023-2024

S.No	Courses & Programme	Intake
1.	MBA – Management Studies	120
2	BBA - Management Studies	60

- ❖ Number of Students admitted under various categories each year in the last two years

General Category – 1, SC Category – 4, OBC Category - 17

- ❖ Number of applications received during last two years for admission under Management Quota and number admitted

S.No	Courses & Programme	Application Received
1.	MBA – Management Studies	28
2	BBA - Management Studies	25

❖ **Admission Procedure**

1	Mention the admission test being followed, name and address of the Test Agency and its URL (website)	1. Association of Self-financing Arts, science & Management College of Tamilnadu 86, West Club Road, race Course, Coimbatore– 641018 Web:www.asfasmtn.com 2. Tamilnadu common Entrance Test (TANCET) Anna University Chennai.
2	Number of seats allotted (Association conducted test)	28
3	Calendar for admission against vacant seats	92
4	Last date of request for applications	21.07.2023
5	Last date of submission of applications	11.08.2023
6	Dates for announcing final results	04.09.2023
7	Release of admission list (main list and waiting list shall be announced on the same day)	05.09.2023
8	Date for acceptance by the candidate (time given shall in no case be less than 15 days)	20.09.2023
9	Last date for closing of admission	23.09.2023
10	Starting of the Academic session	29.09.2023
11	The waiting list shall be activated only on the expiry of date of main list	Yes
12	The policy of refund of the fee, in case of withdrawal, shall be clearly notified	Yes, notified as below

S.No	Percentage of Refund of aggregate fees (Exclusive of Caution Deposit and Security Deposit)	Notice of Withdrawal of Admission
1	100%	15 days before the formally – notified last date of admission
2	80%	Not more than 15 days after the formally notified last date of admission
3	50%	More than 15 days but less than 30 days after formally – notified last date of admission
4.	0%	More than 30 days after formally notified last date of admission

❖ **Criteria and Weight ages for Admission**

- ❖ Describe each criterion with its respective weight ages i.e., Admission Test, marks in qualifying examination etc.

MBA –Dual Specialization

- Candidate should have passed Bachelor’s Degree of minimum 3 years duration.
- Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
- For MBA programmes, seats are filled with the merit list prepared based on marks obtained in the qualifying examination. (CET & TANCET)

- ❖ Mention the cut-off levels of percentage and percentile score of the candidates in the admission year for the last three years.

Yes

- ❖ Display marks scored in Test etc. and in aggregate for all candidates who were admitted

Yes

❖ **List of Applicants**

The list of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats.

Received Application 2023- 2024		
Department	Courses	Total
Management Studies	MBA	30
Management Studies	BBA (As per the Bharathidasan university norms)	25

❖ **Results of Admission under Management seats / vacant seats.**

The composition of selection team for admission under vacant seat with the brief profile of members (This information be made available in the public domain after the admission process over)

1. Principal Admission
2. Director
3. Department Faculty member

16. Information of Infrastructure and Other Resources Available

Room No	Room type (mention Class room / Lab / Toilet, etc.)	Carpet area (in m ²)
Instructional Area		
111-114, 74, 75	Class rooms	265.32
110, 76	Tutorial	33.16
101,103	Computer center	150.00
145	Seminar Hall	180.00
134,138,139	Library	100.00
Administrative area		
117	Director Room	30.00
137	Board Room	20.00
124	H.O.D	20.00
124	Faculty	40

Administrative Area

Room No	Room type (mention Class room / Lab / Toilet, etc.)	Carpet area (in m ²)
148	Office	321.33
135	Store Room	30.00
104	Maintenance	10.00
115	Security	15.00
107	House Keeping	10.00
147	Staff Pantry	60.00
127	Examination COE	33.16
109	Placement Office	33.16
146	Language Lab	66.33
Amenities Area		
108,128, 140	Toilets(Boys/Girls)	350
144	Boys Common Room	132.6
141	Girls Common Room	132.6
105	Stationary	20.00
106	First Aid/Sick Room	20.00

- ❖ Barrier Free Built Environment for disabled and elderly persons
Yes. Lifts, Ramps, Hand rails & toilet specially designed for disabled and elderly persons.

- ❖ Occupancy Certificate
Available

- ❖ Fire and Safety Certificate
Available

- ❖ Hostel facilities
Available Separately for boys and girls

17. Library and Laboratory Facilities

S.no	Programme	No. of Titles	No. of Volumes	No. of National Journals	No. of International Journals	No. of E-Books Titles	No. of E- Books Volumes
1.	Management	260	2570	16	5	75	500

- ❖ Digital Library: Available

- ❖ Language Laboratory : Available
- ❖ Computer Facilities:

S.No	Particulars	Availability
1	No. of computer terminals	26
2	Hardware specification	13 processor and higher
3	No. of terminals of LAN	240
4	Relevant legal Software	With all necessary software
5	Peripheral(s)/Printers	01
6.	Internet Lab	College campus :01, Hostel campus: 02 and Totalnumber of systems:70
7	Intern Accessibility (in kbps)	50Mbps speed
8	Wi-Fi facility	To all stakeholders
9	Audio/video facilities provided for e-content development	To all stakeholder

- Special Purpose Available (Conduct of online meetings/Webinars/Workshop)
Yes
- Facilities for conduct of classes / courses in online mode (Theory and Practical)
Yes

- Innovation Cell

Yes

- Social Media Cell

Social Media Cell provides and promotes executing and collaborative content to our audience. The cell is collecting details about events, awards, achievements from various departments / faculties and shares the information to the connected group through Face Book, WhatsApp etc. Each department has its own social accounting where they share their department activity plan, conference, symposium, innovations related to the students.

Moreover, each class has separate social communication group managed by their respective class in charges foreffective communication of Announcements, events schedules, study materials sharing etc.

- ❖ Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments

Not Applicable

- ❖ List of facilities available

- Games and Sports Facilities

- The college emphasizes on total personality development of all students so that they can serve for the advancement of the Nation. Keeping this in mind, trainings are given to students under a coach, which include physical fitness activities, martial arts, Games and Sports.

- Sports facilities

- Well- Laid Courts
 1. Basketball
 2. Ball Badminton
 3. Volleyball
 4. Kabaddi
 5. Kho Kho
- Football field
- 400mts Standard Athletic track
- Multipurpose Indoor Stadium for;
 1. Badminton
 2. Movable Basketball
 3. Chess
 4. Table Tennis
 5. Modern Gymnasium
 6. Yoga Hall

- Hostel Facilities

All hostels are having a gymnasium and indoor games.

Highlights

- Trained faculties and experienced trainers for coaching
- Special lectures for yoga
- Regularly conducting Tournament at State level
- Conducted several State Level and District Level tournaments
- Conducted Intramural Games and Sports

- Extra-Curricular Activities

- i. Yoga
- ii. Silambam
- iii. Karate

Special Features

- The institution advertises prominently about the Sports Scholarships to attract International, National, State and District Players. Male and Female sport persons are given equal opportunities.
- Players are continuously monitored and motivated to participate in the entire Tournament.
- Special exams, on duty, required materials and equipment are provided to the players.
- Special sports awards are provided to the Outstanding Sports persons.
- Special coaching and Training are provided by external experts.

- ❖ Soft Skill Development Facilities

The college offers a special programme in communication skills, Life Skills & Bridge course for all BBA & M.B.A students. Training for students will be given from first semester to final semester to appear for Campus Interviews. At the end of the programme certificate will be issued. The programme is conducted in association with Department of English & Placement cell.

- ❖ Teaching Learning Process

The Syllabus is completed as per the time duration given by the Bharathidasan University Tiruchirappalli. The two cycle Test will be conducted. On completion of syllabus revision classes will be conducted. The Classes are conducted by use of LCD periodic invited lectures, case study analysis, activity based learning will be arranged. Curricula and syllabi for BBA & MBA Courses

https://drive.google.com/drive/folders/1vAN1uhOp_w8jGA7PxjsjGpdAvCoEY37D?usp=sharing

• Academic Calendar 2023-2024

Date	July 2023	Aug 2023	Sept. 2023	Oct. 2023	Nov 2023	Dec. 2023	Jan. 2024	Feb. 2024	Mar. 2024	Apr. 2024	May. 2024
Odd Semester -90 Working Days							Even Semester -90 Days				
1				Sunday			New Year				Worker day
2	Sunday			Gandhi Jayanti							
3		Local holiday	Sunday			Sunday			Sunday		
4								Sunday			
5					Sunday			CIA-1			Sunday
6		Sunday	Kishna Jayanthi					CIA-1			
7							Sunday	CIA-1		Sunday	
8				Sunday	Semester Exam			CIA-1			
9	Sunday			CIA-1				CIA-1		Telugu New year	
10			Sunday	CIA-1		Sunday		CIA-1	Sunday	Semester Exam	
11				CIA-1	Sunday			Sunday		Bakrith	
12				CIA-1	Diwali						Sunday
13		Sunday		CIA-1							
14				CIA-1			Sunday			Sunday	
15		Republic Day		Sunday			Pongal				Sunday
16	Sunday						Pongal			Local Holiday	
17			Sunday			Sunday	Pongal		Sunday		
18								Sunday			
19			Vinayagar Chathuthi		Sunday						Sunday
20		Sunday									
21							Sunday			Sunday	
22				Sunday							
23	Sunday			Pooja Holidays							
24			Sunday	Pooja Holidays		Sunday			Sunday		
25				CIA-2	Sunday	Christmas	Pusam Holiday	Sunday	CIA-2		
26				CIA-2	Deepam holiday		Republic Day		CIA-2		
27		Sunday		CIA-2					CIA-2		
28			Miladi Nabi	CIA-2			Sunday		CIA-2	Sunday	
29	Muharam			Sunday					CIA-2		Sunday
30	Sunday			CIA-2					CIA-2		
31			-----		----				Sunday	----	
Total	23	24	19	23	26	25	8	23	28	25	25

- Academic Time Table (2023-2024) Batch

Day Order	EVEN SEMESTER - I MBA Class (9.30 am – 3.30 p.m.)				
	1	2	3	4	5
I	Operation Research	Financial Management	Human Resource Management	Legal System in Business	Operation Management
II	Operation Management	Operation Research	Financial Management	Human Resource Management	Legal System in Business
III	Operation Management	Operation Research	Marketing Management	Legal System in Business	Human Resource Management
IV	Legal System in Business	Financial Management	Financial Management	Operation Management	Marketing Management
V	Operation Research	Marketing Management	Marketing Management	Financial Management	Human Resource Management
VI	Marketing Management	Operation Research	Operation Management	Legal System in Business	Human Resource Management

- Academic Time Table (2023-2024) Batch

Day Order	ODD SEMESTER - I MBA Class (9.30 a.m – 3.30 p.m)				
	1	2	3	4	5
I	Quantitative Techniques and Research Methods in Business	Management Principles and Business Ethics	Managerial Economics	Managing Organizational Behavior	Executive Communication
II	Management Principles and Business Ethics	Management Accounting	Managerial Economics	Executive Communication	Managing Organizational Behavior
III	Managerial Economics	Managing Organizational Behavior	Quantitative Techniques and Research Methods in Business	Management Accounting	Management Principles and Business Ethics
IV	Management Accounting	Quantitative Techniques and Research Methods in Business	Executive Communication	Managerial Economics	Management Accounting
V	Quantitative Techniques and Research Methods in Business	Executive Communication	Management Principles and Business Ethics	Managing Organizational Behavior	Managerial Economics

VI	Managing Organizational Behavior	Executive Communication	Management Principles and Business Ethics	Management Accounting	Quantitative Techniques and Research Methods in Business
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Teaching load of each Faculty – 3 theory subjects, 15 contact hours

S.No	Name of The Faculty	Title	Hours
1	Dr.P.Seeralan	Management Concepts Financial Management Operation Research	15
2	Dr.N.Kannadasan	Management Accounting Operation Management Mathematics and Statistics	15
3	Dr.J.Mohan Raj	Managerial Economics Marketing Management Executive Communication	15
4	Mrs.K.Hemalatha	Organizational Behavior Legal System in Business Human Resource Management	15

- Internal Continuous Evaluation System in place
As per Bharathidasan University Examination norms
- Students' assessment of Faculty, System in Placement
Feedback is in existence

❖ Enrollment and placement of students in the last Three Years

S.no	Date	Name of organization & Address	List of Students
1.	19-07-2023	KMC Specialty Hospital (India) Ltd	A. Thamaraiselvan
2.	19-07-2023	KMC Specialty Hospital (India) Ltd	K. Pradeep.
3.	19-07-2023	KMC Specialty Hospital (India) Ltd	R. Venkatesh
4.	19-07-2023	KMC Specialty Hospital (India) Ltd	T. Mohan
5.	19-07-2023	KMC Specialty Hospital (India) Ltd	S. Sudharsan
6.	19-07-2023	KMC Specialty Hospital (India) Ltd	D. Yuvaraj
7.	19-07-2023	KMC Specialty Hospital (India) Ltd	G. Kiruba
8.	19-07-2023	KMC Specialty Hospital (India) Ltd	S. Swetha
9.	19-07-2023	KMC Specialty Hospital (India) Ltd	R. Marutha Muthu
10	19-07-2023	KMC Specialty Hospital (India) Ltd	S. Kamalesh
11	19-07-2023	KMC Specialty Hospital (India) Ltd	M. Viswanathan

18. List of Research Projects/ Consultancy Works

- ❖ Number of Projects carried out, funding agency Grant received
Nil
- ❖ Consultancy Works
Nil
- ❖ Publications (if any) out of research in last three years out of master's projects
Nil
- ❖ Industry Linkage

The recruitment partners like Tool fab Industries, Trichy,Vijay Dairy, Lazzen ,Trichy,GEE KAY Human Resources Pvt Ltd,KMC Specialty Hospital (India) Ltd,SA Knit wares Pvt, Ltd and Alpha Baby Care Pvt Ltd Madurai

- ❖ MoUs with Industries (minimum 3)
 - United Technology, #158, Shreepalani Andavar Complex, 1st Floor Bypass Road, Dharapuram- 638656, Tirupur District. TamilNadu
 - Golden Hours Exporters, 1st floor, 220 Second Floor, Gandhipuram, Coimbatore- 641012 TamilNadu
 - Riyasaa Labs, JS Plaza, Nagarcoil-2, Tamilnadu

19. LoA and subsequent EoA till the current Academic Year

All India Council for Technical Education
 (A Statutory body under Ministry of Education, Govt. of India)
 Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org



APPROVAL PROCESS 2021-22

Letter of Approval (LoA)

F.No. Southern 2021-22/1-951454331

Date: 15-Jul-2021

To,
 The Chairman
 THE NEHRU MEMORIAL COLLEGE COMMITTEE
 187 ABINMANGALAM
 PUTHANAMPATTI,
 THURAIYUR,TRUCHIRAPPALLI
 Tamil Nadu 621007

Sub: Letter of Approval for New Institution 2021-22

Sir/Madam,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Education) (1st Amendment) Regulations, 2021 notified on 24th February 2021 and other notifications as applicable and published from time to time, I am directed to convey the approval to

Permanent Id	1-651454331	Application Id	1-651454331
Name of the Institution	NEHRU MEMORIAL COLLEGE	Name of the Society/ Trust/ Company	THE NEHRU MEMORIAL COLLEGE COMMITTEE
Institution Address	PUTHANAMPATTI, THURAIYUR, TRUCHIRAPPALLI, Tamil Nadu, 621007	Society/ Trust/ Company Address	187 ABINMANGALAM PUTHANAMPATTI, THURAIYUR, TRUCHIRAPPALLI Tamil Nadu 621007
Institution Type	Private-Self Financing	Region	Southern

To conduct following Courses with the Intake indicated below for the Academic Year 2021-22:

Sr. No.	Program	Level	Course	Affiliating University/ Board	Intake Approved for 2021-22
1	MCA	POST GRADUATE	MCA	Bharathidasan University, Truchirappalli	120
2	MANAGEMENT	POST GRADUATE	MBA	Bharathidasan University, Truchirappalli	120

10% seats will be allowed over and above the Approved Intake to accommodate reservation for EWS as per State Government Policy.

*Note: The approval is valid for two years from the date of issue of this letter only for getting affiliation with respective University/ Board of Technical Education (BTE) Board of Technical Education & Training (BTE) (as applicable) and fulfilling State Govt. requirements for admission. If institution is unable to start in the academic session 2021-22 due to reason mentioned above, the institution will have to apply On-line on AICTE web portal in next academic session for continuation of approval.

The Society/Trust/Company/Institution shall obtain necessary affiliation / permission from the concerned affiliating University/ Board of Technical Education (BTE) Board of Technical Education & Training (BTE) (as applicable) as per the prescribed schedule of the University/ Board of Technical Education (BTE) Board of Technical Education & Training (BTE) (as applicable) Admission authority etc. The Applicant Society/Trust/Company/Institution shall send information about commencement of the above courses to AICTE. In case the Institution is not in a position to commence the above mentioned courses for whatever reason during the two years period from the date of issue of this letter, the approval becomes invalid and the applicant Society/Trust/Company/Institution shall make fresh application to AICTE for grant of approval as per the norms prevailing at that time.

All institution shall fulfil the following general conditions:

- The management shall provide adequate funds for development of land and for providing related infrastructural, instructional and other facilities as per norms and standards laid down by the Council from time to time and for meeting recurring expenditure.
- The Eligibility Criteria for admissions shall be made in accordance with the regulations notified by the Council from time to time.
- The tuition and other fees shall be charged as prescribed by the Competent Authority within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/ guardians of students in any form. If found so, appropriate action as per the notified regulations shall be initiated against the institution.

4. The Curriculum of the course, the procedure for evaluation / assessment of students shall be in accordance with the Model Curriculum and Examination Scheme prescribed by the AICTE from time to time.
5. The management of the Institution shall not discontinue any course(s) or start any new course(s) or alter intake capacity of seats without the prior approval of the Council.
6. No excess admission shall be made by the Institution over and above the approved intake under any circumstances. In case any excess admission is reported to the Council, appropriate action as per the notified regulations shall be initiated against the Institution.
7. The Institution shall not have any collaborative arrangements with any other Indian and / or Foreign Universities for conduct of technical courses without obtaining prior approval from AICTE. In case any violation is reported to the Council, appropriate action as per the notified regulations shall be initiated against the Institution.
8. The Institution shall not conduct any course(s) as specified in the Approval Process Handbook without prior permission / approval of AICTE. If found so, appropriate action as per the notified regulations shall be initiated against the Institution.
9. The Institution shall operate only from the approved location, and that the Institution shall not open any off campus study centers / extension centers directly or in collaboration with any other institution / university / organization for the purpose of imparting technical education without obtaining prior approval from the AICTE. If found so, appropriate action as per the notified regulations shall be initiated against the Institution.
10. The accounts of the Institution shall be audited annually by a certified Chartered Accountant and shall be open for inspection by the Council or persons authorized by it.
11. Heads of Departments, the teaching and other staff shall be appointed in given time frame and selection shall be done according to procedures, qualifications and experience prescribed by the Council from time to time and pay scales as per the norms prescribed by the AICTE from time to time. The Institution shall publish an information booklet before commencement of the academic year giving details regarding the Institution and courses / programs being conducted, Fees charged and details of infrastructural facilities including faculty etc. in the form of mandatory disclosures. The information booklet may be made available to the stakeholders of the technical education. The mandatory disclosure information, as per directions in the AICTE website / Approval Process Handbook, shall be put on the Institution Website. The information shall be revised every year with updated information about all aspects of the Institution.
12. It shall be mandatory for the Institution to maintain a Website providing the prescribed information. The Website information must be continuously updated as and when changes take place.
13. If the Institution fails to disclose the information or suppress and / or misrepresents the information, appropriate action as per the notified regulations shall be initiated against the Institution.
14. AICTE may also conduct inspections with or without notifying the states to verify specific complaints, to verify adherence to AICTE norms & standards, and to verify any mis-representation, violation of norms & standards, mal-practices etc.
15. The Institution by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government.
16. In the event of a student / candidate withdrawing before the starting of the course, the wait listed candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000 (Rupees one thousand only) shall be refunded and returned by the Institution to the student / candidate withdrawing from the program. It would not be permissible for the Institution to retain the School / Institution Leaving Certificates in original to force re-entrance of admitted students and/or to charge fees for the remaining period if a student cancels the admission at any point of time.
17. The Institution shall take appropriate measures for prevention of ragging in any form, in the light of AICTE regulation "Prevention and Prohibition of Ragging in Technical Institutions, Universities Including Deemed to be Universities imparting technical education" Regulation 2009 (F.No. 37-3L/Reg/AICTE/2009 dated 01/07/2009). In case of failure to prevent the instances of ragging by the Institutions, the Council shall take appropriate action as per the notified regulations.
18. It is mandatory to comply all the essential requirements as given in APH 2011-22(appendix 6)

The Government / Management of the Institution shall strictly follow further conditions as may be specified by the Council from time to time. The Council may withdraw the approval, in case it observe any violation of the above conditions and/or non-adherence to the norms and standards prescribed by the Council, mis-representation of facts and submitting factually incorrect information to it.

AICTE: If the State Government / UT / DTE / DME has a reservation policy for admission in Technical Education Institutions and the same is applicable to Private & Self-financing Technical Institutions, then the State Government / UT / DTE / DME shall ensure that 10% of Reservation for EWS would be operational from the Academic year 2021-22. However, this would not be applicable in the case of minority institutions referred to the clause (f) of Article 30 of Constitution of India.

Prof. Rajivo Kumar
Member Secretary, AICTE

Copy to:

1. The Director Of Technical Education*, Tamil Nadu
2. The Registrar*,
Bharathidasan University, Tiruchirappalli

Application No: 26/164/CS1
Note: This is a Computer generated Paper. No signature is required.
Printed By: aet/SL/25

Page 2 of 3
Letter Printed On: 07 July 2021

1. The Principal / Director,
NEHRU MEMORIAL COLLEGE
Puthanampatti,
Thuraiyur, Tiruchirappalli,
Tamil Nadu, 610 007
4. The Regional Officer,
All India Council for Technical Education
Sheela Bhawan, 26, Haldobas Road
Chennai - 600 006, Tamil Nadu

11. It shall be necessary for the Institution to maintain a Register providing the prescribed information. The Visible information must be continuously updated as and when change takes place.
12. If the Institution fails to disclose the information or suppress and / or misrepresent the information, appropriate action as per the notified regulations shall be initiated against the Institution.
13. AICTE may suspend/withdraw/alter or withdraw/modify the status to work specific compliance, to verify adherence to AICTE norms & standards, and to verify any development, whether of norms & standards, malpractices etc.
14. The Institution by virtue of the approval given by Council shall not automatically become eligible to any grant-in-aid from the Central or State Government.
15. In the event of a student's complaint withdrawing before the starting of the course, the said student candidate shall be given admission against the vacant seat. The matter be collected from the student, after a declaration of the vacancy by not more than 1000 hours one hour/academic week be awarded and awarded to the Institution to the student candidate withdrawing from the program. It shall not be permissible for the Institution to retain the Student Institution Leaving Certificate in original's form without of student's consent and not to charge fees for the remaining period if a student cancels the admission in any part of term.
16. The Institution shall take appropriate measures to prevention of ragging in any form in the light of AICTE regulation "Prevention and Prohibition of Ragging in Technical Institutions, Universities Industry Oriented Universities regarding technical education" Regulation 2009 (1) of 2009, 3rd Amendment AICTE/2009 dated 01/07/2009. In case of failure to prevent the recurrence of ragging by the Institution, the Council shall take appropriate action as per the notified regulations.
18. It is mandatory to comply all the essential requirements as per the AICTE-2009-2010 (Appendix-I)

The Government Management of the Institution shall strictly follow further conditions as may be specified by the Council from time to time. The Council may withdraw the approval, in case it observes any violation of the above conditions with/without adherence to the norms and standards prescribed by the Council, re-implementation of them and/or withdrawal, faculty, norms/standards etc.

AICTE, the State Government / UT / DT / DNO has a reservation policy for admission in Technical Education Institutions and the same is applicable to Private Self Financing Technical Institutions, from the State Government/UT/DT/DNO shall ensure that it has Government for DT/UT/State Government for the Academic year 2021-22. However, this shall not be applicable in the case of Minority Institutions referred to the clause 31 of Article 30 of Constitution of India.

Mudhupri Kumar
Member Secretary, AICTE

- Copy to
1. The Director of Technical Education, Tamil Nadu
 2. The Registrar,
Bharathiar University, Tiruchennai

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3. The Principal/ Director,
NIPTE, MEMORIAL COLLEGE,
Puliyaspathi,
Thiruvananthapuram,
Tamil Nadu, 695017
4. The Regional Office,
All India Council for Technical Education
Block - 2, Sector-10, Indira Park,
Chennai - 600 036, Tamil Nadu
5. Council (MTC)

Electronic copy of this document may be written to info@aicte.gov.in

*Copy of this letter will not be communicated through post/air. However, provision is made in the postal for forwarding letter through authorized high couriers/air to concerned State Secretary / DT/Registrar.

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❖ **Accounted audited statement for the last three years**

Available

❖ **Best Practices adopted, if any**

- Rain Water Harvesting
- Plastic free environment
- Conduct social awareness programme
- Student Executive Programme
- Value-added courses
- Entrepreneurship Training and Incubation
- Video Evaluation of Teaching Learning Process
- Indigenous ERP Package for academic and administrative function

