



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

**BISHOP CHULAPARAMBIL MEMORIAL
COLLEGE, KOTTAYAM**

- Name of the Head of the institution **DR. STEPHY THOMAS**
- Designation **Principal In-charge**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **04812562171**
- Mobile no **9496337236**
- Registered e-mail **principal@bcmcollege.ac.in**
- Alternate e-mail **stephy@bcmcollege.ac.in**
- Address **K. K. Road**
- City/Town **Kottayam**
- State/UT **Kerala**
- Pin Code **686001**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Mahatma Gandhi University,
Kottayam**
- Name of the IQAC Coordinator **Ms. Priya Thomas**
- Phone No. **9895038489**
- Alternate phone No. **04812562171**
- Mobile **9895038489**
- IQAC e-mail address **iqac@bcmcollege.ac.in**
- Alternate Email address **priya@bcmcollege.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)) <https://bcmcollege.ac.in/iqac/aqar/>

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://bcmcollege.ac.in/iqac/aqar/>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.84	2008	04/02/2008	03/02/2015
Cycle 3	A	3.16	2015	03/03/2015	31/05/2021

6.Date of Establishment of IQAC **07/01/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Bishop Chulaparambil Memorial College, Kottayam	RUSA	MHRD AND Ministry of Higher Education GoK	2018-19, 5 years	20000000

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

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **8**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Online teaching collaborate.

Strengthen ICT enabled teaching

Introduction of MOOC Courses in association other agencies like Coursera, Swayam, NPTEL etc.

Introduction of structured mentoring system

Publication of OBE attainment

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

Plan of Action	Achievements/Outcomes
Teachers were given one week training program in the beginning of the academic year	Teachers could teach effectively during the covid pandemic
Infrastructure development	All classrooms were LAN enabled
20 kV Solar Panel	33 % reduction in Electricity charges
Water treatment plant	1000 L water recycling plant
International webinar series	'VYKHARI' lecture series with 22 international speakers

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

- Name of the statutory body

Name	Date of meeting(s)
Governnig Body	09/12/2021

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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2020-21	07/02/2022				
15. Multidisciplinary / interdisciplinary					
<p>New Education Policy aims at integrating education into a comprehensive unit, bringing the highest quality, equity and integrity into the educational system. In this context Bishop Chulaparambil Memorial College, Kottayam is well equipped to implement NEP regulations in its curriculum. The Certificate courses and Add Courses offered by the college ensure an amalgamation of scientific, intellectual, social, emotional and cultural development of the students. Apart from the regular Open Courses offered by the departments, the students have a choice to select from the 23 certificate courses, 4 add-on courses and 5 zero credit courses to develop their creative potential. Life skill Education, Community Health Education, Adolescent Health Education, Organic Farming, and Environmental Education are some of the different courses offered for study. The college has a multidisciplinary programme. BA English Triple Main (Communication, Journalism and Literature) in the Under Graduate Level and MSc Child Development in the Post Graduate Level. Collaborative research projects involving staff and students, government agencies, NGOs and different departments are being undertaken to address the issues and challenges faced by society. NSS, NCC, relevant clubs, Snehannam Project, Pongampallil Tribal Village Project, and BCM OJASS are some of the initiatives taken up by the college to boost the social responsibility of the students.</p>					
16. Academic bank of credits (ABC):					
<p>Our institution welcomes the new system of ABC which permits the students to avail the benefits of credit transfer and the</p>					

possibilities of multiple entries and exits. This provision will broaden the holistic educational prospects of an individual. NAD registration was only possible for degree awarding institutions so the college was not able to register in NAD and therefore in ABC.

17.Skill development:

The College has made tremendous efforts to develop the skills of the students. Kshamatha Va Khushalatha, an extensive programme for skill development has been introduced in the year 2018 itself and has proved very successful. The College gives fair and varied opportunities to develop the skills of the students through the programmes like SSP, ASAP and WWS. Along with a prescribed syllabus, the College has created a flexible curriculum that grants the student a broader space and a wider scope for realizing their objectives. In addition to this the college has introduced live lab with the following objectives. To create the ability to surpass classroom and lab barriers by applying theory in real-life situations. To enrich the curriculum and develop the entrepreneurial, technical and administrative skills of the students. To provide hands-on learning opportunities that merge academics and campus facilities through skill-based learning. To prepare students for attaining higher learning outcomes. To apply the multidisciplinary approach in education. To provide a space for innovation, leadership, enhance social commitment, community engagement and prepare students for careers after college. To foster intellectual curiosity, critical thinking, self-reflection, professionalism and sensitivity to one's socio-cultural environment

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

The college stands in unison to uphold the integrity and cultural heritage of our nation. The College strives on a daily basis to create a youth who upholds the Indian culture by inculcating sound values and an understanding of humanity. NCC and NSS units bring out the best programmes to cater for the unity and diversity of Indian Culture. Indian Languages are promoted through competitions and activities like Ethnic Walk and Ethnic Shows. Value enrichment programmes are conducted regularly to instil our youth with morals that will bring glory to our Nation. Ek Bharat Sreshta Bharat programme is an initiative to promote cultural integration among students. Our college has allied with Government college Karsog, Himachal Pradesh and organized multifaceted programmes. The department of Hindi has allotted 10

hours per month for organizing Hindi Munch where the students conduct various cultural programmes in Hindi. Hindi Manuscript magazine is also brought out annually by the Hindi department. The students are given opportunity to study languages like Hindi, Malayalam and Tamil.

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

- The POs, PSOs and COs along with the syllabus are displayed on the college website, the class room notice boards and in the MOODLE pages/ google class rooms of faculty members. Hard copies are kept in the library, departments and IQAC for ready reference. At the beginning of every academic year a department meeting is convened to allocate the courses and discuss the POs, PSOs and COs among the faculty members. Newly appointed faculty members are briefed about the outcomes and doubts, if any, are cleared well before they are communicated to the students. The POs are explained to the first year students during the general induction programme of the college. During the orientation programme conducted in each department, PSOs are communicated to the students by the respective department heads. The faculty in charge of each course thoroughly explains the course outcomes, assessment methods and scheme of evaluation to students at the beginning of each course. This process outlines the outcomes that the students attain on completion of the programme. It directs the students to properly channelize their studies and motivates them to perform well in their evaluation process making learning more consistent and productive. As a novel approach to teaching learning, the college has adopted a special method where the scheme of examination, prepared by the teachers and linked to CO is provided to the students. Students view the questions and assign the right COs to the corresponding questions on the score sheet. This is further verified by the teachers. For this purpose, the college has designed a score sheet with provision to enter COs against the respective questions.

20.Distance education/online education:

The government of Kerala and the affiliating university is not permitting to offer distance education. However the institution provides ample flexibility to the students to learn and explore through ICT-enabled classrooms. The pandemic scenario was efficiently handled through ICT tools like LMS, OBS, and GOOGLE CLASSROOM. The faculty was trained intensively to adapt to the changing scenario. The students were encouraged to interact in virtual classrooms. Virtual and live classrooms coexisted and apart from this, the institution took special care to implement

blended classroom learning to ensure that all students benefited simultaneously despite their circumstances. . The College has high-tech classrooms with interactive boards which eased the transmission of knowledge. the college provided facility to do Coursera courses. All departments have started YouTube channels to upload their content and videos on their subjects.

Extended Profile

1.Programme

1.1	526
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1773
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	182
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	674
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	94
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Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	94	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	58	
Total number of Classrooms and Seminar halls		
4.2	13280292	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	193	
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		
1.1 - Curricular Planning and Implementation		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>At the beginning of the academic year, the Heads of the Department conduct departmental meetings, wherein micro planning is done for the academic year with respect to the courses to be taught and subjects to be allocated to the teachers. The HoD instructs each teacher to prepare a teaching plan which would be vetted by the Academic Advisory Board (AAB). Each Department has an AAB which includes at least two external experts and the teachers of the home department. The teaching plans prepared by the teachers, which give a detailed insight into how each topic will be dealt with, date of completion, and the different teaching methods to be adopted are submitted for approval by the Academic Advisory Board. In order to document the curriculum delivery, each department maintains a Lesson Completion Report / Log Book. At the end of</p>		

every month, the HoD examines the Lesson Completion Report/ Log book. Both help the HOD to verify and keep track of teaching-learning activities in the department. To equip the teachers with digital teaching the IQAC organized an ' Online Teaching Collaborate' from 25-29 of May, where the staff were introduced to various software like OBS, Kahoot, Certify'em etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bcmcollege.ac.in/AQAR%202020-21/Cr1/1.1.1/111FrontPage2AQAR.pdf

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

The college affiliated to Mahatma Gandhi University, follows the curriculum and the academic calendar prescribed by the University. Usually, at the beginning of the academic year, the college formulates its own academic calendar and examination calendar, which is in compliance with the University's guidelines. This year, due to the impact of the pandemic, a tentative examination calendar and academic calendar were formulated, and we tried our best to adhere to it. The action plan of each department is also taken into consideration while preparing the academic calendar. The Exam Cell of the college ensures the quality of Internal Examinations and Internal Assessment. At the beginning of the semester, the council decides on the tentative dates for the continuous internal exams. Along with this, continuous assessment of the students is done through class tests, seminars and assignments conducted online. The timetable incorporates half an hour every day for the conduct of APEP which constitutes 25% of their internal marks. Publications of the internal marks, forwarding them to the respective Departments, uploading the marks etc. are closely under the guidance and supervision of the Principal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bcmcollege.ac.in/wp-content/uploads/2022/12/Academic-Calendar-2020-21-signed.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

24

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

23

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

664

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The syllabus of the affiliating university gives great importance to Professional Ethics, Gender, Human Values, Environment and Sustainability and hence the syllabus of the college provides many programmes that offer courses pertinent to these issues. Programmes like Commerce, Food Science and Quality Control and Social Work offer courses in Professional Ethics and Human Values. A paper on Environment and Sustainability has been included into the fifth semester syllabus of all UG Programmes since 2017. Gender Studies and Women Studies form core papers for the BA English and MA English syllabus. MA English students study a paper on Ethics in Literature. BA Sociology and BA Economics also deal with topics like Gender Sensitization.

During their final year projects, students are encouraged to take

up topics that contribute to National Development, Gender, Human Values and Environment related issues while making sure they implement professional ethics while conducting their research. The departments conduct many activities throughout the year, including seminars/workshops/webinars that deal with these topics and paper presentations from these topics are always encouraged.

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

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

68

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

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

887

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://bcmcollege.ac.in/feedback-analysis-report/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bcmcollege.ac.in/feedback-analysis-report/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	

713

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

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

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

174

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The admitted students who are varied in terms of learning levels are categorised through the entry level assessment process of the college. A. Entry Level Assessment Process Students are categorised as Advanced, Mediocre and Slow Learners by assigning scores through entry level assessment process.

The marks awarded for the Qualifying examination are added to the marks of the Streaming Test and the marks awarded by the Department Evaluation Committee. A scale is constructed and students with +0.7 score and above are classified as Advanced learners, between -0.7 and +0.7 as Mediocre and below -0.7 as Slow learners.

Special Programmes for Slow Learners include Remedial coaching, Role play, answer keys to question bank in LMS, solving previous question papers.

Special Programmes for Advanced Learners comprise Quizzes, Debates, Journal clubs, Science Awareness Programmes, Lectures,

Webinars, Competitive exam coaching, flipped classrooms, video content generation by students, paper presentations in conferences.

Special Programmes beneficial to Slow, Mediocre and Advanced learners include Bridge Courses, cross teaching programme, assignment and seminars by students. Learning Buddy system of the college is a small group learning practice which ensures incremental learning. The Academic Performance Enhancement Practices (APEP) prepares the students for examination.

File Description	Documents
Paste link for additional information	https://bcmcollege.ac.in/AQAR%202020-21/Cr2/2_2_1_AQAR.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1773	94

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The College ensures holistic development of students through the transformation of traditional teacher centric method to student-centric pedagogy.

Experiential Learning takes the learners beyond the classroom and calls for the active involvement of the students. Service learning: The students are encouraged to take part in symbiotic learning activities and community services.

'Intellectual Donation' by the Department of Mathematics and the tutoring programme by the Department of Commerce benefit school students and under privileged women.

Soft Skill/Capability Enhancement Training Programs are conducted by all the departments through Kshamatha Va Kushalatha Kendra.

Cooperative learning strategies are implemented through peer teaching and Learning Buddy System where the students of varied levels of learning are mixed and are intellectually benefited from each other. Participative Learning Activity Oriented Learning strategies like RBPT (Research Based Pedagogical Tools), Sky-Watch, Scrap Book, Budget Analysis and Mushroom Cultivation are some examples. Interactive learning gives the students an opportunity to learn through workshops, webinars, project presentations, reverse quizzes, flipped classrooms.

ICT enabled learning are conducted using platforms like LMS-Moodle and Google Classrooms.

Problem solving methodologies enable students to be well equipped with skills needed in the real production process through On the Job Training programs.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://bcmcollege.ac.in/AQAR%202020-21/Cr2/2_3_1_OJT_AQAR.pdf

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

The teachers make use of smart boards, online teaching aids like Moodle, Google Classroom, and Open Broadcast Software (OBS) for the online dissemination of knowledge. The college has an ICT friendly atmosphere with LAN connection, cent percent ICT enabled classrooms, thirty-seven smart classrooms, a well-equipped Computer Lab and two computer centres. During the Pandemic, regular evaluations of students were done through online tests, assignments and quizzes, based on which students receive prompt and constructive feedback. Subject enrichment videos, Webinars, Science Practical demonstrations by various teachers and students are easily accessible through the college and department YouTube channels. Teaching plans are published in LMS at the beginning of the academic year which helps in students to prepare for the class

well in advance. The visually challenged students are benefitted from the NVDA and INSTAREADER software. The students are encouraged to take up training in LaTeX and Python and also MOOC courses through NPTEL- Swayam, Coursera and IBM . The Enterprise Resource Planning (ERP) of the college monitors and records the attendance and evaluation reports of the students. This transparent information system provides students with the knowledge of their academic status and helps them keep track of their progress in the same .

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

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

2.3.3.1 - Number of mentors

94

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

2.4 - Teacher Profile and Quality

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

94

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

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

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

23

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

546

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

2.5 - Evaluation Process and Reforms

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

Weightages for attendance, assignment/seminar/viva- voce and test paper as allocated by the university are used for the internal assessments. The internal examinations are coordinated by the Centralized Exam cell of the college. The dates of examinations are scheduled in the academic calendar the mode of examination is detailed in the exam manual published in the college website at the beginning of every academic year. The answer scheme linked to Course Outcome (CO) is published in LMS after the examination. Answer script are evaluated based on the marking scheme and the results are published within ten days of the examination. The college also holds the provision for retest, reevaluation and improvement. The Enterprise Resource Planning (ERP) of the college monitors and records the attendance of the students online and can be accessed by the parents and students. The marks of CIE are consolidated through a relative grading method. The marks are entered in the Student Information Card maintained for each student and are also published in the ERP. This pandemic year our institution conducted internal examinations through online platforms. The ERP made it easier to publish results online and PTA meetings were conducted online.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Examination related grievances are addressed and are resolved at three levels. Students can also deposit their complaints in the complaint boxes placed in the college or through the college website.

The answer scheme with Course Outcome (CO) is published in LMS immediately after the examination. The marks are published in the ERP and can be accessed by both students and parents.

Hard copies of A forms (Course wise internal mark sheet) and B forms (Consolidated mark sheet per semester) are published on department notice boards. Students are expected to verify their marks. The Principal sanctions and forwards the hard copies of the mark lists to the university only after verification is completed at the department level and all grievances are addressed before the marks are uploaded in the university portal.

To ensure error free uploading of internal marks in the university portal, the college has an Internal Mark Verification committee comprising of five faculty members. The verification committee verifies the marks, which are then forwarded by the Principal to the University. The provision of Re-tests is given to students who have missed their exams. This year internal exams were conducted online and marks published in the ERP.

File Description	Documents
Any additional information	View File
Link for additional information	https://bcmcollege.ac.in/AQAR%202020-21/Cr2/252AFormandBFormAQAR.pdf

2.6 - Student Performance and Learning Outcomes

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

Bishop Chulaparambil Memorial College follows Outcome Based Education. All the faculty members of the college have prepared the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) adhering to the prescribed syllabus of M.G University as well as the vision and mission and core competencies of the college. The IQAC ensures that active discussions are made and the inputs of the departmental Academic Advisory Board (AAB) are incorporated into the framing of the detailed COs.

Mechanism of communication- The POs, PSOs and COs are displayed in the college website, the class rooms notice boards and in the MOODLE pages/ google class rooms of respective faculty members. These details are accessible to all the stakeholders.

The POs are explained to first year students during the induction programme and PSOs are discussed with them by the respective department heads during their orientation programme. The students are made aware of the course outcomes at the beginning of each module.

Teaching with the help of short term learning objectives - A set of learning objectives are formulated for each course. The faculty members emphasize learning objectives for each topic at the beginning of the class.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bcmcollege.ac.in/AQAR%202020-21/Cr2/2_6_1_Website_Link_AQAR.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of COs, PSOs and POs shall be measured using direct and indirect methods. The direct methods are those in which students express the skills and knowledge through class tests, seminars, assignments, quiz competitions, academic ragging etc. While in indirect method we measure the attainment through the feedback of the employer and from the teacher in the institute where the students pursue higher education. Weights assigned to direct and indirect measurement are 80% and 20% respectively.

Direct Measure mechanism

In order to measure the attainment of COs it is proposed to transform APEP-Academic Performance Enhancement Practice (which are conducted regularly) score into a CO based pattern. The faculty members shall choose the type of assessment apt for measuring the corresponding CO. The assessment type shall be test paper, assignments, quiz, viva, question paper preparation, question paper solving etc. Each outcome should be measured at least twice to ensure that those students who are missing the classes due to health or other unforeseen causes are included. The instructor shall assign weights to various assessment tools that are used to measure the respective outcome. The attainment is calculated by using a matrix devised.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bcmcollege.ac.in/AQAR%202020-21/Cr2/2_6_2_for_website_Link_AQAR.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**607**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bcmcollege.ac.in/annual-reports/

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

https://bcmcollege.ac.in/AQAR%202020-21/Cr2/2_7_1_AQAR.pdf

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0.4**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

4

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.pratham.org/

3.2 - Innovation Ecosystem

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

The college undertakes creation and transfer of knowledge through regular researches, surveys, annual research programme of students and other activities. The research policy of the college encourages faculty members in research. Journal clubs enhances research interest. Knowledge creation has been done with the participation of community also. Knowledge dissemination is done through exhibitions, extension activities, publications, lectures, seminars delivered by the faculty and students.

The aviary and museum run by Department of Zoology is a source of learning. Department of Botany is running a specimen botanical garden and ecofriendly domestication of stingless bees.

Food Technology Incubation Centre intends to provide technical assistance to small scale industries and potential entrepreneurs

in different aspects of food production. The centre enables the students to work in R&D departments of industries.

A child resource centre of Social Work Department provides knowledge on child protection. Funded research projects of department also facilitates the creation of knowledge and assessing needs of society and realizing it. The Peer-reviewed Bi-annual journal 'educere' covers knowledge for social work practice. Many departments publish journals, manuscripts, pamphlets and other IEC materials. Knowledge creation and transfer also takes place through seminars and workshops. College uses online platform also for dissemination of knowledge.

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

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

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

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

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

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

19

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

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

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

16

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

3.4 - Extension Activities

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

The college conducts extension activities useful for the community mostly in collaboration with government and NGOs. This sensitise students on social issues. The college has a registered society

BCM OJASS that undertake welfare programmes. OJASS work for the education of tribal children and children from special homes. College has supported in construction of a house.

Childline, a project of GoI has its district nodal office in college which acts for care and protection of children. All the departments visit nearby special homes for elderly, differently abled and children and undertake different programmes.

The 'Snehannam' programme of NSS provides food to the inmates of Navajeevan Trust and Abhayabhavan. NSS also conducts organic farming in community, environment protection programmes, awareness campaigns on different topics. Blood donation camps have involved maximum number of girl students. NCC has conducted outreach programmes on Swatch Bharath, awareness campaigns on e-payments, cleanliness, AIDS, safe childhood, population, female foeticide etc. and also engage in traffic control. Many departments have conducted programmes useful for the community.

College was actively involved in the COVID 19 related programmes by spreading awareness, providing psycho social support to various groups and associating with government machinery in the "break the chain" campaign.

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

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

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

8

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

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

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

99

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1773

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

111

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Bishop Chulaparambil Memorial College, situated at the heart of Kottayam, has a built-up area of 1,85,118.27 square feet in a single compact campus. The administrative wing and departments function in the academic block. The administrative wing comprises the Principal's room, Bursar's room, aided and self-financing offices, front office, reception lounge, visitor's room, and air-conditioned audio-visual conference hall. 17 fully furnished department offices and 55 sufficiently spaced ICT-enabled classrooms are the backbones of the academic block's physical facilities. Smart classrooms include cutting-edge technologies like 11 operational digital boards (interactive panel), 9 smart boards with LCD projectors and 17 wall-hanging LCD projectors and

speakers. Library and Auditorium block comprises of library, having 50034 books, rare thaliyola grandhams and is fully automated with ILMS. It also contains two conference rooms, an expanded space for research scholars and a computer centre. The block further includes a multi-purpose auditorium with 1200 seating capacity. The hostel block comprises three hostel buildings [lodging capacity 450], a prayer hall/meditation room and a canteen. The college has 193 computing systems distributed in two computer centres, college offices, departments, labs, classrooms and library. The college has three high-speed printers, 25 multi-function printers, a public address system and an intercom facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bcmcollege.ac.in/facilities/infrastucture/

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

Bishop Chulaparambil Memorial college offers ample infrastructural and practical facilities for sports, games, gym, yoga, meditation and cultural activities for its students and staff.

Physical fitness facilities

Mud-Court - for throw ball, volleyball, handball, tug of war, cricket, drill, parade, and weapon training for NCC cadets.

Basketball Court - exclusively for basketball practice and matches.

A Well-equipped Fitness Centre/Gymnasium - caters to the fitness needs of students and staff.

The yoga centre - for yoga practice regularly.

The Recreation Room named AASHIYANA - thematically designed by the students themselves and is equipped with an LED TV and music system.

Multipurpose Auditorium - for the practice of games .

College Patio - for NCC parades and kabbadi and shuttle badminton practices.

Cultural and Social Facilities

The auditorium, with a carpet area of 10240.6 square feet, has been the centre of most of the college's important cultural and social activities for the past 50 years. It has hosted numerous programs of National and International importance. The College Patio is the centre of many cultural activities like street plays, flash mobs, dances, debates, promos, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bcmcollege.ac.in/infrastructural-facilities/

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

58

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bcmcollege.ac.in/facilities/infrastucture/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

44.19

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Bishop Chulaparambil Memorial College Library is fully automated with ILMS Open Source Software - KOHA. It provides a very user-friendly interface for searching materials and in-house management.

Name of ILMS Software - KOHA

Nature of Automation (Fully/ Partially) - Fully

Version: 15.11.06.000

Year of Automation- 2012

Library Link - 127.0.1.1:8080

KOHA Link - 172.16.16.29:8080

OPAC Link - 172.16.16.29

Resources Print Books - 50034

E - Books - 3 crores +

Journals/ Periodicals - 92

Newspapers - 6

E-Journals - 3828

For the better implementation of ILMS, the college Library has been renovated and has adopted the following measures:

The library provides Web - OPAC (Online Public Access Catalogue) remote access to users within the campus. Search options based on author, title, subject and accession number are available and online reservations can be made.

N-LIST is subscribed.

2 exclusive system for catalogue search.

23 systems are provided for internet browsing, searching for E-resources, etc., in the library.

Gate entry is permitted through a barcode scanner.

Staff and students can access the library with the college ID card.

Books are circulated through a bar code reader. Periodical orientations to introduce the staff and students to the ILMS.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://bcmcollege.ac.in/library/home/

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.4

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****377**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Bishop Chulaparambil Memorial College updates IT facilities regularly to mould students well-versed in a techno-imperative society. The major upgradations during the assessment period include:

Computing Systems are augmented to 193 in 2021

Student - Computer Ratio was brought to 9:1

Internet facility is made available in the library with new 23 systems

The computer centre is expanded with 61 Computers Technology Enabled Learning Space / smart classrooms are amplified to 37.

Three seminar halls with LCD projector, LAN and Wi-Fi facility.

Leased line OFC internet connection with 50 mbps Internet facility in all the classrooms via LAN ports.

Fully Wi-Fi enabled campus through 30 routers BCM College internet portal provides exclusive access to the staff and students through individual login accounts

The college website was renovated in 2017 and 2021 with augmented bandwidth, user-friendly design, features, and contents.

Webpage updation is decentralised.

Enterprise Resource Planning [ERP - erp.bcmcollege.ac.in] automates and digitalises the academic and administrative activities of the college.

Social media platforms like YouTube, Facebook, and WhatsApp are utilised for prompt and efficient communication

Open Source Software like Linux and Programming Language like Python, R are promoted in the campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bcmcollege.ac.in/AQAR%202020-21/Criterion%204/4_3_1_IT_Stock_Register_AQAR.pdf

4.3.2 - Number of Computers

193

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

56.8

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

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

To meet the changing needs of the academic world, Bishop Chulaparambil Memorial College holds established policies, systems and procedures for purchasing, maintaining, and utilizing equipment and infrastructural facilities as per the statutory requirements. The Infrastructure Committee comprising of Manager, Principal, Bursar, Vice-Principals, IQAC Coordinator, Office Superintendent and teachers' and students' representatives, caters to the planning, budgeting, utilization, maintenance, and disposal of the infrastructural facilities. Proposals regarding augmentation and maintenance are invited from all the departments, cells, clubs, etc., at the end of every academic year. Suggestions, complaints and feedback from various stakeholders are also taken into consideration. Major decisions of the infrastructure committee are placed before the Governing Body for approval, and the budget is allocated according to the need analysis. Policy guidelines are strictly followed during the

procurement, utilization, and maintenance process. The implementation and maintenance of physical infrastructure are supervised by the Bursar, assisted by a full-time supervisor.

General Maintenance and Utilization Procedures:

There are policy guidelines for the maintenance and utilization of various facilities like laboratories, library, ICT, classrooms and sports.

Major works are done in April and May, repairing works on Saturdays and Sundays and routine maintenance on all working days.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

667

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

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

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

531

File Description	Documents
Upload any additional information	View File
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://bcmcollege.ac.in/organization/forums/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

681

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

681

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

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

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

5.2.2.1 - Number of outgoing student progression to higher education

338

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

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

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

100

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

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

38

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

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

The college follows a parliamentary system of election as per the guidelines of Lyngdoh Committee and MG University to form a student council. The representation of every department is totally assured and a transparent and fair election process takes place. The college union consists of Chairperson, Vice Chairperson, General Secretary, Magazine Editor, Two University Union Councillors, Arts Club Secretary and Class representatives. The Union is in control of all student activities and programmes such as University Youth Festival. The college conducts annual Sports day and Arts day to express the talents of the students and encourage their skills. Departments also conduct various intercollegiate fests and activities every year inviting student participation from outside and the students are also encouraged to participate in competitions held in other colleges. Department associations, Executive committees of NSS, NCC, Anti Ragging committee, Women's Cell, Discipline committee, Ethics Cell etc. has student representation and the highest planning body, IQAC includes a post of Chairperson which will be held by a student representative. A well organised student body contributes effectively to the smooth functioning of the institution and the formation they receive proves to be beneficial for the students both in their personal and professional lives ahead.

File Description	Documents
Paste link for additional information	https://bcmcollege.ac.in/college-union/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

406

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

5.4 - Alumni Engagement

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

The Alumni Association of Bishop Chulaparambil Memorial College, BCM BEAMS, is indoctrinating amity and togetherness among the former students of the college. The twenty second annual alumni meeting of BCM BEAMS was held on 2 October 2020 and the twenty third on 2nd October 2021 on a global platform in the wake of COVID 19. During the alumni meet on the online platforms, BCM BEAMS hosted a YouTube video stitching different programmes of the alumni all across the globe. The lamp-lighting ceremony, sharing of the words of wisdom and a number of other colourful programmes lighted the day. Department wise meetings were also held on the same date. On 16th and 17th March 2021, BCM BEAMS conducted an art exhibition in the college auditorium in association with NSS unit, EBSB and ED clubs of the college. Department wise alumnae meetings like ANCORA 2020, MITHRA 2021, REJOICE 2021, LOZENGE and

REMINISCENCE 2K21 gave a heart-warming experience for every BCM family member. The Alumnae Association along with the Department of English created some short videos called 'Alumnae Pathways' addressing the most prominent concern 'What after BA English!' to introduce the students to various career options.

File Description	Documents
Paste link for additional information	https://bcmcollege.ac.in/organization/bcm-beams/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Bishop Chulaparambil Memorial College, Kottayam , a minority educational institution, owned and run by the Knanaya Catholic Archdiocese of Kottayam.

Vision

"Educational and Professional Competency through Resourcefulness, Reflectiveness, Integration and Inclusiveness in an Interconnected World."

Mission

Blends value based education and liberal outlook inclusive of our cultural ethos, aims at personalized education, moulds intellectually nourished, morally upright, socially committed and spiritually inspired citizens.

Governance Mechanism

Includ Governing body, Manager, Secretary to Corporate Educational Agency of Colleges , Academic Director, Principal, Vice Principal, Bursar, College Council, IQAC, Heads of the departments , Class teachers , PTA, College Union, Alumni.

DECISION MAKING PROCESS

The organizational structure and decision making process of the institution is created to sync with the vision and mission of the college , a democratic process , with top to bottom approach through meetings and policy documents.

Feedback is encouraged from all stakeholders. Staff meetings are held periodically. Manager of the college interacts with stakeholders, collects suggestions ,addresses complaints. The College Council, discusses and evaluates the institutional functioning. Policies are reviewed by the council as per need Decisions are finalized after consultation with all stakeholders. Implementations are evaluated based on feedback collected.

File Description	Documents
Paste link for additional information	https://bcmcollege.ac.in/origin-history/vision-mission/
Upload any additional information	View File

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

Decentralized and participative management is how the college practices effective leadership. This process is ensured through the delegation of authority at each and every level and the encouragement to suggest initiatives by all stakeholders involved, for the betterment of the institution.

Case Study

Being the pandemic season the need was to enhance the online skill of the faculty for effective teaching and learning. The online teaching collaborate is a new venture with an attempt to give tailored support to in digital teaching and learning service. The same would be introduced through online workshop sessions.

The decision to implement the same was discussed in the governing

body and with the approval obtained an online council decision to conduct the same was discussed.

This would be conducted by a few faculty who would share their expertise and skill in areas

The online collaborate would be imparted to teachers and this in turn would be utilized by teachers for the hours allotted. The feedback of the students would be obtained on effectiveness in online teaching and learning. It was also decided that students unable to purchase mobile phones would be provided phones from the college which is to be returned after use .

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plan of the institution is laid out with the objective of social relevance, academic outcome and an ecologically friendly campus. The participative and collective decision-making process and effective deployment of institutional bodies function with a predesigned purpose. The executive body aids in this process.

Management, in participation with the faculty, PTA and student bodies, embarked upon the Strategic Plan (2017-2022), which is in tune with the vision and mission of the college and is aimed to attain the objectives of the plan.

Focus area for immediate action according to strategic plans were 1. Water Scarcity 2. Energy Conservation 3. Nature Friendly Farming 4. Waste Management.

Perspective plan was effectively deployed in sustainable environmental management . Water conservation, Installation of solar panels , Use of LED bulbs, Usage of Energy efficient devices, Wheeling to the grid, Promotion of organic farming in the households and proper waste management was undertaken as part of sustainable management in the institution. In addition to this, all the classes were transformed into ICT enabled manner considering online classes during the pandemic situation.

Financially backward students were provided with mobile phones and data recharges free of cost by the various stakeholders of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bcmcollege.ac.in/energy-conservation-management/
Upload any additional information	View File

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

Patron - ex officio titular Head , guides the institute in its governance

Governing Body is vested with general management of the college.

Manager and Secretary supervise execution and implementation of various decisions of the governing body.

Academic Director provides academic quality inputs

Principal , acts as chief executive of the institute, disciplinary authority, compliance officer of statutes, directives and circulars of the government and University.

Bursar lends assistance in effective financial management

Vice Principal (s) assist the Principal in carrying out assigned functions and special duties

College Council - Representative body of staff of the college wherein general academic / disciplinary issues are decided.

Grievance Redressal Mechanism

The College has a grievance redressal cell which address / resolve grievances of staff every month end.

Policies (administrative / quality enhancement) formulated by the college management and IQAC , attain institutional objectives.

Appointment Procedures and Policies For Promotion

Acts Regulations of University Grants Commission, state government and affiliating university is adhered to.

Promotion (teachers)

Based on Career Advancement Scheme of University Grants Commission , promotion of supporting staff is based on seniority.

Service Rules

UGC regulations, Kerala Service Rules (KSR) and the Mahatma Gandhi University Statutes is complied with.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://bcmcollege.ac.in/origin-history/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college has in its fold an umbrella of welfare measures covering all staff members . with the motto 'We Care We Share".

STATUTORY WELFARE MEASURES

Provision for Leave

15 days casual leave for teaching , 20 days for non-teaching staff, 20 days half pay leave,10 days commuted leave is granted every year, maternity and paternity leave as per provision.

Government Schemes

Gratuities, pension, state life insurance, Medisep ,GIS,NPS, GPAIS, provident fund , all other government welfare schemes.

Financial Scheme

Regular increments , periodic salary revision , festival allowances

INSTITUTIONAL WELFARE MEASURES FOR TEACHING AND SUPPORTING STAFF

Online Professional Development

The institution encourages teachers to attend seminars /conferences, induction programs for new faculty, faculty development programs, and orientations.

Incentives are provided to teachers for research and book publications, human development programs and membership in professional bodies.

FINANCIAL SUPPORT

Includes interest-free loans , medical reimbursements. Provision for salary advance for temporary faculty is available.. Financial support is extended for medical expenses as and when required.

Employee Insurance Scheme and Provident Fund

The staff can avail employee insurance scheme and provident fund.

Campus Facilities

LAN/Wi-Fi facility, email address using institutional domain for teaching staff, reprographic facility, smart classes, access to infrastructure facilities

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

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

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

23

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

10

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

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

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

33

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution is committed to maintaining quality parameters and is evaluated by an appraisal system which gathers feedback directly from the supervisory hierarchy and stakeholders. The teaching and supporting staff are assessed for individual performance. The

academic-based performance appraisal system undergoes a multipronged strategy. The annual meet with the Manager serves as feedback on the performance appraisal mechanism. The system employs both internal and external assessments.

Internal appraisal system in the institution consists of Self evaluation, peer evaluation and performance evaluation by the institution. External appraisal of both teaching and non teaching staff in the college is primarily done by the students in the online platform. In addition to this, feedback from parents and alumni members are also collected for appraisal purpose. Proper appraisal system at the institution helps to improve performance towards the attainment of vision and mission of the college.

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

6.4 - Financial Management and Resource Mobilization

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

The Head Accountant records the financial data , rechecked by the Office Superintendent and Principal for financial accuracy. Internal and external financial audits are conducted regularly in the college for transparency.

The income and expenditure details of the projects sanctioned by UGC and other government bodies are audited by chartered accountants after which reports are sent to the sanctioning authorities for settlement.

INTERNAL AUDIT

Internal audit is done on a periodic basis by the internal auditors who verify all financial transactions and submit a detailed report of their observations to the Management.

EXTERNAL AUDIT

The external audit is conducted by the Deputy Director of Collegiate Education, Kottayam and by the Accountant General's

Office , Thiruvananthapuram for the funds received from the government. Physical verification of all the financial documents are done during the audit.

MECHANISM FOR SETTling AUDIT OBJECTIONS

Objections raised in audits are notified to concerned authorities , corrections mentioned are rectified , action is taken, whereby audit objections are settled. Anomalies are cleared with proper evidence, documents, bills and vouchers . No major objections were present in any of the audit reports obtained by the college authorities.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

22.46453

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

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

The resource mobilization policy of the institution encompasses optimum utilization of the resources connected with the college. The resources are identified taking into consideration availability, cost effectiveness and utilitarian quality followed by the charting out of the cost benefit ratio and experimental initiation.

A full time Bursar has been appointed by the Management for managing the financial aspects of the college.

Internal Sources include Donations , spot collections for free ships through registered society OJASS, sponsorships and scholarships for students in departments for the best achiever in a programme, financial assistance to departments in recognition of achievement from the management, staff fund , income generated from canteen ,coffee shop and amenity centre.

External sources include financial assistance from University Grants Commission , Central Government funds namely RUSA, FIST, State Government funds namely KSCSTE and funds for NSS, ASAP, WWS, SSP.

Proper control is exercised through budgetary and cost control exercises. Budget estimates are prepared prior to the academic year and the resources to match the expenditure are identified to meet the budgetary expenses. The maximum deviations from the budgetary estimates are prefixed and adherences to the budgetary estimates are strictly followed.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The two practices institutionalized as a result of IQAC initiatives are

PRACTICE I

TEACHING PLAN

Involves the scheduling of modules to be completed within a specific and prescribed time period. The plan is prepared taking into consideration content, students comprehensive capability, and chapter construction as prescribed. The teaching plan records daily portions covered , ICT methods adopted, ensures that portions are carried out effectively. The teaching plan is submitted weekly by the teachers in charge to the heads of the

Department for verification and duly forwarded to the Principal.

The Teaching Plan signed by the Tutor, student representative and the Head of the Department is

submitted to the Principal for evaluation. Submission of the teaching plan to the principal results in

thorough feedback to the institution Head, and he can exercise supervisory control over the faculty with remedial alternatives.

PRACTICE II-

OUTCOME-BASED EDUCATION

Teaching plan has strictly been linked to the Programme Specific Outcome and the Course Outcome. This enables students to obtain a deeper insight into what they are expected to know about the course upon graduating. Classes commence with the stating of outcome-based education. The APEP and internal examinations are evaluated as per the course outcome.

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

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

The IQAC aims towards quality and excellence in teaching learning, along with an enhancement in the overall quality development of the institution.

EXAMPLE 1- GOOGLE CLASSROOM

Though the college had ICT enabled learning from last NAAC cycle, college has introduced Learning Management System (MOODLE) and google classrooms featuring online submission of learning materials, prepared notes, power points, and flip classrooms. The students are encouraged to contribute study materials through online presentations, which is shared after filtering by the

concerned faculty.

Notes prepared by faculty is available on the portal. Study material is augmented with question bank and answer scheme prepared based on course syllabus for future reference in examinations.

EXAMPLE II- APEP(ZERO-HOUR TESTS)

APEP aims at improving the academic excellence of the students through versatile assessment methods . This initiative is developed with a vision for improving the academic excellence of the students Every day, extra half an hour is specifically set aside for this.

The timetable was set by the IQAC which has allotted days to handle core, complementary and language subjects on a fixed time frame spread over the week.

Higher overall pass percentage and increase in the number of ranks in the University examinations was observed.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bcmcollege.ac.in/igac/agar/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college gives prime focus on gender equity and gender sensitization activities. As part of the curriculum, the college offers courses pertinent to Gender Equity. Gender Studies and Women Studies form core papers for BA English and MA English Programmes. BA Sociology and BA Economics also deal with gender related topics in their curriculum. The Women's cell of the college efficiently plans and execute gender specific programs for the college, under whose guidance, the departments organize gender related activities, thereby creating a gender sensitive culture. Classes on gender and Indian Constitution, women health and gynecology, Webinar on gender quality were conducted in the campus. The students were given opportunity to interact with several famous women through 'Meet the Women' Programme like Ms, Divya S Iyer IAS , District Collector, Mercykutty Amma, Minister of Kerala, Ms. Sindhu Suryakumar, Assistant Executive Editor of Asianet News. The students and staff took anti-dowry pledge in the campus and conducted special blood donation campaigns to meet the needs during pandemic times.

As part of International Women's Day, debates, workshops and discussions are conducted. A well-equipped fitness centre functions under the guidance of the Department of Physical Education to promote health and fitness among staff and students.

File Description	Documents
Annual gender sensitization action plan	https://bcmcollege.ac.in/action-plan/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bcmcollege.ac.in/safety-and-security-2/

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste management

The college has a plastic free policy as per the green policy. The biodegradable wastes are converted to vermi compost, bacterial compost and pit compost, KAMBA compost and are used in the biogas plant. The segregated recyclable waste is collected by a waste paper merchant having MOU with the college.

Liquid waste management

Liquid waste is generated mostly from the college hostel, canteen, and college hand wash area. Waste Water from the wash area is routed to the sock pit.

Biomedical waste management

Whatever waste that is generated is disposed of through the process of incineration with the help of two incinerators

installed in the campus.

E- waste management

Periodical repair and replacement generate 10-20 kilograms of e-waste every year. An MoU has been signed with the scrap merchant for this purpose.

Waste Recycling System

The college efficiently recycles the waste water generated in the campus and the recycled water is used for gardening and agriculture.

Hazardous chemicals and radioactive waste management

Chemical waste generated from the laboratories is collected and managed by Kerala Enviro Infrastructure Limited as per the MoU.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles

- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

**Human assistance, reader, scribe, soft copies
of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The admission procedure in the college is transparent and includes students from all the communities. The College offers grants and freeships to needy students. The disadvantaged students of the college are helped through OJASS, the charity project of the college. An SC/ST CELL works efficiently in the college. The college celebrates regional festivals and organizes various ethnic programs. National festivals were observed following COVID protocol. To emphasize, linguistic diversity, 'Write in your mother tongue' and 'Linguistic harmony' were conducted. The College organizes "Hindi Munch" to promote nationalism. Ek Bharath Sreshtha Bharath is an initiative to promote cultural integration among students. In collaboration with Government college, Karsog, Himachal Pradesh the College has organized multifaceted programs. The college has an MoU with Kadambari Memorial College, Nepal as a part of student exchange programme. A webinar on "The power of inner sight overcoming the powerlessness of eyesight" was conducted and an interactive session with Dr. K. Harikumar, Assistant Professor, Central University, Kasargod, Ms. Karthika S, BCM Alumna and Anusha Shaji, student in the campus who were blind to motivate the disabled students of the campus.

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

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

The college follows a noble practice of playing national anthem every day. The Preamble of the Indian Constitution is displayed in the college. A statue of Gandhiji is erected in front of the college along with Gandhi's Talisman. The photos of national leaders are displayed in the digital notice board.

Human Rights Club helps the students to be aware about the rights and duties of citizens and organizes "Student Durbar".

The college observes Kargil day to instill national fervor among the students. The College organized a photo exhibition on the theme "Freedom Struggle and the ideal of non- violence" on constitutional rights.

The college conducts parliamentary model elections every year. Youth parliament has been organized. The staff have always served as presiding officers, polling officers and observers in various elections.

The Principal reads out the Preamble on the Constitution day and conducts awareness classes to promote awareness of constitutional rights and duties. Various programmes and competitions were also conducted to inculcate constitutional values among students

During the covid times, the college organised and students participated in various social service activities like mask distribution, blood donation drive and awareness programs. various outreach programmes were organised to revive society during pandemic situation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bcmcollege.ac.in/SSR2022/Cr7/7_1_9.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

In order to instill the value of environmental protection, the College observed Environment day, Urja Diwas, Ozone day, World ozone day, International day for biological diversity, World day to combat desertification and droughts and Paper bag day.

To inculcate national values among the students the College observed days of national importance like Republic Day, Independence day, Kargil Vijay Diwas, Yoga day, Gandhi Jayanthi and World population day, Ncc day, Vijay shrankhala (commemorating

1971 War Heroes), International day of democracy, Air force day, , Quit India Day.

To promote constitutional values among the students, the College observed International Human Rights Day, Malala Day, Women's equality day, Constitution day, Women's day, National anti-terrorism day, Children's day, International Girl child day, Teacher's Day, International youth day, International day against child labor, World humanitarian day, Blood donor's day.

The College observed various festivals including Onam, Christmas and Keralapiravi.

The College also observed other internationally important days including Nagasaki day, World AIDS day, International day against drug abuse, National doctor's day, Reading day, National mathematics day, National science day.

The College organized a series of events as part of observing Space week and Pie week celebrations

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

7.2 - Best Practices

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

Best Practice I

Academic Performance Enhancement Practice (APEP)

- Objectives

Enhance the academic performance of slow, mediocre and advanced learners with varied learning levels and improve learning experiences through assessment methods.

- Context

As pass GPA increased from 0.5 to 1.8 on a four-point scale, students had to score more marks and this was addressed by the IQAC and implemented APEP.

- Practice

It is a systematic assessment method to analyse the academic performance of the students and strategically evaluate the effectiveness of learning by measuring the learner's performance.

Evidence of success

- Improves confidence and performance in exams.
- Enhanced learning skills
- Problems encountered

The rescheduling of time caused initial difficulty for students.

Best Practice 2

LIVE LAB - 'Sajeev Prayogshala'.

- Objectives

1. Create ability to surpass classroom by applying theory in real-life.
2. Provide hands-on learning opportunities that merge academics and campus facilities through skill-based learning.

- Context

In the context of outcome-based education and a multidisciplinary approach in higher education.

Practice

- Student Work in Alternate and Allied Domains
- Student Social Initiative
- Student Digital Initiative
- NURTURY
- DIET AND STRESS MANAGEMENT CLINIC
- Student Amenity centre
- BCM VOICE - campus radio

Evidence of Success

- Development of various skills, among students

File Description	Documents
Best practices in the Institutional website	https://bcmcollege.ac.in/best-practices/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Equipping Women for a Sustainable Society

Adhering to its foundational principles, the institution has undertaken the vision of shaping young women to excel as socially committed responsible citizens.

To inculcate social commitment among students, the college has integrated all activities under the aegis of BCM-OJASS, a registered society. OJASS carries out outreach programmes and social service activities such as 'BCM Snehaveedu', 'Samanwaya', 'Viomithram' and 'Saphalam Sahyanam'. Various outreach programmes were conducted for reviving society after covid under the initiative of BCM CARE (Covid Action for Revival and Empowerment).

The institution focuses on developing entrepreneurship skills among students through The Entrepreneurship Cell, Product incubation centre and Femme de Talent and help in equipping students with skills to transform them into potential entrepreneurs. The college has undertaken initiatives to shatter and unlearn gender stereotypes by implementing gender neutral uniform, organizing annual blood donation camps. The college inculcates commitment to environmental causes among students through programmes like the organic farming, 'litter free BCM', activities in preventing destruction of mangrove ecosystems, zero-waste campus initiative and by encouraging students to use organic and bio degradable products.

The institution thus, focuses on creating multifaceted, socially committed, young women with skills and equipping them for sustainable society.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Autonomous Status
2. Enhancement of international faculty and student exchange programme.
3. Emerge as a centre of excellence.
4. Increased number of research projects.
5. Introduction of multidisciplinary programmes.
6. Enhanced research output and academic linkages
7. Multidisciplinary degree-awarding institution as per NEP.
8. Mandatory Community Service.
9. Expansion of infrastructure and campus.