YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Baselios Poulose II Catholicose College, Piravom
• Name of the Head of the institution	Dr. Tiji Zachariah
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04852243474
• Mobile no	984737898
• Registered e-mail	principal@bpccollege.ac.in
• Alternate e-mail	principalbpccollege@gmail.com
• Address	Mulakkulam North P O
• City/Town	Piravom
• State/UT	Kerala
• Pin Code	686664
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**Mahatma Gandhi University Kottayam**	
• Name of the IQAC Coordinator	**Sindhu Thomas**	
• Phone No.	**04852243474**	
• Alternate phone No.	**9447609106**	
• Mobile	**9447609106**	
• IQAC e-mail address	**iqac@bpccollege.ac.in**	
• Alternate Email address	**iqacbpc@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://bpccollege.ac.in/uploads/2024/10/AQAR-BPC-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://bpccollege.ac.in/wp-content/uploads/2024/10/2022-23-Academic-Calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.14**	**2013**	**23/03/2013**	**22/03/2018**
Cycle 2	**A**	**3.01**	**2019**	**15/07/2019**	**14/07/2024**

6.Date of Establishment of IQAC	**11/09/2010**

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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
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)

The institution has taken initiatives to comply with the Outcome Based Education enviaged by NEP by encouraging the faculty members to attend seminars and workshops to keep themselves updated about the emerging innovations in the higher education sector

Community extension programmes, Gender Sensitisation programs, Environment protection, Drug Awareness programmes etc were organised.

Placement trainings, Skill Deveopment Programmes, Seminars and Workshops were organised. Training sessions for staff were also conducted

Conducted Academic and Administrative Audit

Participated in NIRF

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
Academic Programmes	Seminars,Workshops, Invited lectures, and gender sensitisation programmes were

	organised
Observation/celebration of national days of importance.	A number of programmes were organised for observing the days of national and international importance. NCC and NSS took initiative in observing world Environment Day, International Yoga Day, International Day against drug abuse and illicit trafficking, Kargil Vijay Divas, Hiroshima Day, International Youth Day, Independence Day, etc. One week long online book review was organised by Readers' Forum and the department of English during the Readers' Week. Hindi week celebrations and Malayalabhasha dinam also were organised
Staff enrichment programme	Staff training programme for teaching and non teaching staff were organised.
Employability enhancement	Organised programmes like Skill development courses, Employability Skills Training,Workshop on Confidence building and Personal Growth
Community Extension Programmes	Conducted extension programme in Organic Farming, undertook Haritamitram project and organised Blood Donation Camp The NSS Unit associated with Vayojana Mithra project in providing UDID card to differently abled persons under Piravom municipality. Supportive Learning programme for the school students were organised in association with Utopia
Participation in NIRF	Data for NIRF was submitted
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Staff Council	15/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Nil	21/03/2024

15.Multidisciplinary / interdisciplinary

BPC College is affiliated to Mahatma Gandhi University and follows the CBCS curriculum structured by the university.Out of the 5 UG Programmes and 3 PG programmes, there is one vocational model II UG programme. It is mandatory for the UG students to opt for an open course offered by other departments which provide interdisciplinary learning experience. the departments offer Certificate and Add-On course which provide opportunity for the students to get exposure to other fields of knowledge. Apart from the mandatory projects, students are encouraged to do on-the-job training and internships and also organise industry/ media visits. Extension programmes, participation in workshops/seminars/conferences/invited talks provide opportunity to interact with experts from different walks of life. the college is a local chapter of NPTEL and students are encouraged to join online course in SWAYAM portal, MOOCS etc.

16.Academic bank of credits (ABC):

The college is preparing to embrace the changes in the higher education sector. Faculty members are encouraged to attend seminars and workshops on NEP, ABC etc. Focus is given in developing e contents, substituting assignments with other academic tasks like seminar participation/ presentation, organising awareness programme for students etc.

17.Skill development:

The institution takes initiatives for strengthening the vocational education and softskills of students in alighnment with National Skills Qualifications Framework. The college offers one vocational model II programme. Certificate/ Add-on courses are conducted for developing vocational skills, personality and communication abilities. organises workshops/seminars hands on training programmes

to equip the students with vocational skills. it has been made mandatory for students to undergo a MOOC course of vocational skill development. Students are encouraged to join skill development courses offered by ASAP. Linkage with industries and organisations are established for promoting students projects/ on-th-job-training and internships. The college has a systematised value education program which inculcate the development of humanistic, ethical, constitutional and universal human values. Student centric learning through experiential and participatory learning, and problem solving are brought out through various activities of NCC, NSS, Cells and forums.

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

The curriculum of UG programmes include common couses of which regional languages are an integral part. Rashtrabhasha Hindi and Regional language Malayalam are the Second language courses. Apart from this, Literary clubs and readers forum organise programmes like "book review", 'Readers week celebration' etc to encourage and nurture reading in regional languages. Observation of Hindi Divas and other days of national importance promote Indian traditional knowledge, Indian art, culture and traditions. Obsevation of Rshtabhasha Hindi Day, Hindi Week and Malayala Bhasha Dinam are give prime importance in our institution

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

The institution has taken initiatives to comply with the Outcome Based Education enviaged by NEP. In view of the implementation of NEP 2020, the institution is encouraging the faculty members to attend seminars and workshops to be keep themselves updated about the emerging innovations in higher education. the institution follows the currulum set by the university. The POs, PSOs and COS as structured by the university is communicated to the students and are published in the college handbook and website.

20.Distance education/online education:

Since the institution is an affiliated college, the prospects for conducting distance education programmes are limited. However the departments adopt blended learning where the online platforms are incorporated for knowledge transfer. A number of online certificate courses are offered by departments. Online sessions are conducted for the activities of departments, cells and forums.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**146**

File Description	Documents
Data Template	[View File]()

2.Student	
2.1 Number of students during the year	**263**

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**135**

File Description	Documents
Data Template	[View File]()

2.3 Number of outgoing/ final year students during the year	**285**

File Description	Documents
Data Template	[View File]()

3.Academic	
3.1 Number of full time teachers during the year	**31**

File Description	Documents
Data Template	[View File]()

3.2	**31**

Number of sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**12.83495**
4.3 Total number of computers on campus for academic purposes	**186**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college follows the curriculum prescribed by the University through its Boards of Studies. Our faculty members are on the Board of Studies and their sub-committees, substantially contributing to the curriculum development. The college ensures effective curriculum delivery through systematic and strategic & transparent mechanism.The college follows the Academic calendar issued by the University and Commissionerate of Collegiate Education (CCE)and executes it rigorously.The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.Periodic assessment of curriculum delivery is conducted by IQAC through HODs.The faculty engages extra periods and practical sessions as and when necessary and maintains their records.There is optimum utilization of well equipped laboratories for curriculum delivery of practical.Methods like seminar, group discussion, quiz & analysis of case studies are employed for the effective delivery of curriculum.Studymaterials, notes and question banks are provided in the class and through Google Classrooms.Educational field visits, industrial visits, tours are organized.Group projects are assigned to teach them team spirit, sharing and develop presentation,

research skills. Social sites such as YOUTUBE, WhatsApp etc. are used for effective teaching. ICT based materials are uploaded on the college website.

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

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

The College Academic Calendar is prepared and circulated by the IQAC at the beginning of every year. Each department plans its academic programs and pathways accordingly. The continuous assessment process starts right from the induction of students to different programs. And the two internal exams per semester give a more or less accurate assessment of the students' progress.The evaluation of tests and the discussion of the results are also worked out as per the AC and plan of action.There are slots for department meetings as planned in the institutional AC and each department plans and meets as often as is required to discuss the curricular and cocurricular and extra-curricular progress of each student in the department.Each student is assigned a work related to extra class hours like reading, news gathering and publishing, Auditing and allied activities,innovative activities ,Software development etc. All students are required to give a self assessment record to her/his respective mentor at the end of each year. They also make a presentation of her/his progress, aspirations and expectations periodically. These are taken in to account in the framing of the future Academic Calendar of the institution.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C1-22-23-1.1.2-Supporting-data.pdf

1.1.3 - Teachers of the Institution participate in **A. All of the above**
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

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

1.2 - Academic Flexibility

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

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

7

File Description	Documents
Any additional information	<u>View File</u>
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

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)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	<u>View File</u>

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

442

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

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 institution integrates crosscutting issues relevant to professional ethics, gender,human values,environment and sustainability to the curriculum. Syllabi of the programmes are framed in the University level. As per the directives of the UGC ,Syllabi of all the graduate programmes in the University was mandated to offer a course on environmental awareness and human rights in the penultimate semester which is implemented in all programmes of the college.All the programmes in the college intend to impart requisite skills and knowledge for varied professional domains like journalism, law, management, IT ,electronics and commerce.Hence syllabi of these programmes carry courses that deal with the theme of professional ethics in these domains. For instance, ethical guidelines that Press Council of India issues for journalists is comprehensively dealt with in the syllabus ofthe course History and Development of Journalism of the BA English with journalism programme .Likewise professional principles of management are an integral element of BBA programme. Questions of gender and other forms of social discrimination and inequality such as caste and race are subjected to critical scrutiny in the advanced level courses of BA English with Journalism programme like women studies and voices from the margin.

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

7

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

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

312

File Description	Documents
Any additional information	**No File Uploaded**
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   **A. All of the above**

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://bpccollege.ac.in/wp-content/uploads/2024/10/C1-22-23-1.4.12-Action-Taken-Report-as-supporting-document.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bpccollege.ac.in/wp-content/uploads/2024/10/C1-22-23-1.4.12-Action-Taken-Report-as-supporting-document.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

263

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

141

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 students and parents are given a brief counselling about the college, facilities available, course contents, career perspectives et at the pre-admission meeting. During the induction programme in which the students and parents aregiven ample opportunities to get involved with each other and the institution.Being an institution in the rural area a special attention will be given to explain the key concept in Malayalam during the beginning of the first year. In addition to the two internal examinations, teachers regularly conduct teat papers and class assignments to understand the progress of the students. Weak students get the facility to learn individually from the teachers after their regular class hours. Scholar Support Programmes, Walk With Scholar programme etc are other supportive programmes available for the students. The college facilitates the extracurricular enhancement of students in different ways. Students will be given opportunities to participate in many events collegiate and inter collegiate level. Different forums and clubs like readers forum, speakers club conducts programmes in collegiate and inter collegiate level. The student associationslinked to each department also conducts various programmes. Teachers in charge of these associations, forums and clubs mentor the students to reach their full potentials.

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

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

Number of Students	Number of Teachers
834	**31**

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

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

Teachers at BPC College employ a learner-centric teaching method, incorporating workshops, assignments, seminars, projects, practical sessions, field visits, debates, group discussions, and quizzes. Alumni and industry experts lead interactive sessions and workshops, bridging the gap between academia and industry. This connection empowers students with practical knowledge relevant to their academic projects, enhancing their technical skills.Students organize inter-departmental seminar series, promoting collaborative learning. Additionally, the college hosts inter college fests, where both students and teachers from various departments and other colleges participate. These events provide a platform for developing personality, technical, and organizational skills.Departments maintain e-groups and phone groups to update students on assignments, internals, projects, and research, and study materials are provided through e-groups.Student seminars and group presentations on current topics are organized to develop skills in data collection, analysis, and ICT-based presentations. Dissertation works typically address real-world problems or fundamental science concepts. Assignments help students define objectives and draw conclusions related to their studies. Additional learning resources, such as e-books and e-journals,arerecommended for enhanced learning.

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

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

All departments utilize G-Suites (Google Classroom), allowing students to log in and access notes, presentations, curriculum

schedules, and self-assessment quizzes. Departments also maintain e-groups and phone groups to keep students informed about assignments, internal assessments, projects, and research updates. Study materials are distributed through these e-groups.Student seminars and group presentations on current topics are organized to develop skills in data collection, analysis, and ICT-based presentations. Projects, research, and surveys further support this skill development. Additional learning resources, such as e books and e-journals, are recommended for enhanced learning.Classrooms are equipped with whiteboards/blackboards and speakers, with some featuring mounted LCDs. Laptops and projectors are available to teachers to facilitate effective teaching.

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

31

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

31

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

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

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

18

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

682

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

At the beginning of the year, an Academic Calendar (Annual Academic Plan) is prepared with the support IQAC. University Academic

Calendar and Departmental Academic Plans are he baseline documents for the preparations of the annual academic plan The academic calendar ensures that adequate instructional hours to facilitate the teachers to deliver their courses effectively. The academic calendar is prepared in tune with the conduct of examinations. The academic calendar also ensures ample time for the extracurricular performance of students. Various students forums and clubs conducts extracurricular activities. These programmes are planned in advance to save the class hours of students. The academic conferences and workshops are also planned in advance and the course calendars are also prepared considering these programmes to save the class hours.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution follows the directions of the Mahatma Gandhi University for both the Continuous Internal Evaluation (CIE) and the End Semester Examination (ESE). Attendance, internal Assessment Examinations and assignments/seminars are the CIE components in both the UG programme and the PG programmes. The College has an examination office headed by the Chief Superintendent of Examinations. This office has 2 computers, one color printer, one photocopier machine and associated accessories.The pattern of question papers and answer sheets are with the external examination pattern the tentative dates of internal examinations are planned well in advance by the College Council. The time table is displayed the notice boards, college website After each class, the teacher concerned will mark the attendance on the computer system The internal mark sheet is generated by the teachers concerned and published in the college notice board. The students can check his/internal marks before uploading in the university portal. Each class is under the direct control of the class teacher closely observes the punctuality of students in attending classes. The class teacher concerned will enquire about the reason for absent and take supportive steps to sort out the reason of absence.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The College offers instruction in five Undergraduate Programmes and two Postgraduate Programmes. B.C.A., B.B.A., B.Sc. Electronics, B.A.Journalism and B.Com. with Computer Applications are UG programmes and M.Sc. Computer Science and M.Sc. Electronics are PG programmes. All UG programmes have an average of 36 Courses with credits ranging through 4, 3 and 2. Usually the core courses will have 4, complementary courses will have 3 and lab courses will have 2 credits. Total credits is 120 with an average of 20 credits per semester. Total credit for PG programme is 80 with an average 20 credits per semester. All these courses are designed with outcomes defined by the University to facilitate the employability of learners. These are very well explained during the first few lectures on each course and are also displayed along with the syllabus in the website. It is also briefed to parents and students during the orientation class usually held in the beginning of the programme. The list of programme offered along with their courses and the course outcome is available at www.bpccollege.ac.in.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/2.6.2-CO-PO-CBCS.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 programme and course outcomes are regularly evaluated through various mechanisms. Formative as well as summative assessments are employed. Formative assessment includes class tests, interaction in the classroom, assignments, periodical test papers, viva voce and laboratory sessions. Two internal examinations are

also conducted in general for all students in each semester.The scores obtained by the students in these assessments show the degree of attainment of the outcomes. The score (Maximum 100) for each course has two components. External mark (Maximum 80) and internal mark (Maximum 20). External component is the result of summative assessment and internal component is calculated from the formative assessments based on their attendance and performance in the classroom interaction, tests, assignments etc.. The good number of students enrolled for higher education, good placement records also testimonials for the attainment of programme outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/2.6.2-CO-PO-CBCS.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

213

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

2.7 - Student Satisfaction Survey

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

https://bpccollege.ac.in/wp-content/uploads/2024/10/C2-2.7-SSS.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

The faculty members are empowered to take up research activities utilizing the infrastructure and other associated supporting facilities. The collegeResearch and Development Cell monitor and address the issues of research. The cell encourages teachers and PG students to take up research works leading to PhD degree by circulating useful notifications in that direction and call for papers to various conferences. Key Goals of the Research Committee: Creation of research culture among faculty members and students. Motivation to undertake minor and major research projects from various funding agencies. Identification and assistance for finance obtainment from Management as well as funding agencies like KSCSTE and DST. Guidance given for publication of papers/articles in reputed journals. Promotion and funding of innovative ideas propounded by students Functions and Recommendations: Recommend the faculty members to increase their number of research publications Ignite research aptitude to continue research activities even after successful completion ofPhD works. Recommend undertaking minor and major research projects from various funding agencies. Recommend funds for research from various funding agencies.Recommend organizing more number of seminars, conferences and workshops.

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

4

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

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

4

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
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

8

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

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

4

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

3.4 - Extension Activities

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

The NSS volunteersof our college participated asenumerators for11th agricultural census in collaboration with Department of economics and statistics office of taluk statistical office Muvattupuzha.

Under Harithamitram Project the NSS volunteers extended their service inplacing QR code in each house inPiravom muncipality

A Blood Donation camp was organised in association with IMA Ernakulam

Organic vegetable gardening initiated by NSS unit at CMS LP School,Edappalichira

Abhyuti, Supportive learning programme organised in collaboration with Utopia Sustainable Society, Selected students of our college were given training for supporting school students in improving language and communication skills. the project was carried out in 5 schools in Chempu Gramapanchayath

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

0

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

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

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

5

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

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

242

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

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

60

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	*View File*

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

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

6

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

The college prioritizes ensuring sufficient availability and optimal use of physical infrastructure for effective teaching and learning. The management is committed to improving facilities based on staff and student needs. There are a total of 26 classrooms for theory

classes: 18 for 40 students (54 sq. m) and 8 for 60 students (90 sq. m). All classrooms are equipped with black/green/white boards, audiovisual facilities including projectors/LED TVs, and public addressing systems. The Department of Computer Application and Electronics has adequate lab facilities with LAN connectivity and internet access. There are 3 computer labs for Computer Application (2 for UG, 1 for PG) and 2 for Electronics (1 for UG, 1 for PG). Additionally, the Electronics department has well-equipped labs to meet curriculum demands.

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

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

The Physical Education department of the college ensures ample facilities for nurturing young talents in sports and games. The college has a 3-acre playground suitable for Cricket, Kho-Kho,Football, and athletic events. A Volleyball team receives regular training from a former Kerala Sports Council Coach. An indoor stadium of 512 sq. m started in 2018 hosts Volleyball and Shuttle Badminton matches. The college features a well-equipped 278 sq. m basketball court and a Gymnasium (56 sq. m) and yoga center (100 sq. m) to promote physical and mental health. Taekwondo practice is facilitated. Cultural activities are supported with two seminar halls with audiovisual facilities and an open-air auditorium (278 sq. m) for Arts Fest, Carol Night, and College Day functions.

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

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

26

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

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

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

12.83495

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)

The college library operates efficiently with computerization. Access is granted to students and staff upon registration through the computerized gate register. A conducive reading environment is provided with ample tables and chairs in a well-ventilated reading room. The library offers Online Public Access Catalogue (OPAC) for easy book access. An advisory committee is formed annually to enhance library activities. It is fully automated and digitalized, with sections allocated for reference, journals, magazines, and newspapers. E-resources like INFLIBNET are available for academic enrichment. The library houses 25016books, 10 journals and 20 periodicals, newspapers, competitive examination materials, employment news, and women's magazines. A Reader's Forum encourages reading habits among students and staff under the library's supervision.

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

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

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

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

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

0.43743

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

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

810

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

Computer and IT facilities, including software packages and connectivity, are regularly updated to keep pace with evolving technology and enhance efficiency. All departments have Internet and Wi-Fi access on campus. ICT-enabled teaching employs Wi-Fi enabled LCD projectors and TVs. A well-equipped Network ResourceCenter provides high-speed Internet for students and faculty. Computer labs feature advanced software like NET, MATLAB, and PYTHON. Linux is installed alongside other operating systems to promote open-source software. Maintenance and upgrades are managed through partnerships with hardware firms. Every department, office, exam cell, and the library is equipped with Wi-Fi. The College Office utilizes Computerized Academic Management Processing System software for automation. The library offers Internet, OPAC, and INFLIBNET services. Optical fiber connectivity delivers speeds exceeding 40 MPBS, enhancing server interface speed.

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

4.3.2 - Number of Computers

186

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution   **B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

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)

0.10981

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.

All college computers are covered by an Annual Maintenance Contract (AMC). Verification of electrical lab instruments, library books, stationery, furniture, and sports equipment is conducted annually. Instruments are calibrated by available technicians as needed, with suppliers maintaining them on request. A generator ensures continuous power supply, with voltage fluctuations prevented by uninterrupted power supply units. Electricians regularly check voltage and power supply. Battery backup and inverters protect computer accessories by providing constant power. Purified drinking water is available on campus at all times. The library houses 24,558 books, 10 journals, newspapers, and materials for competitive exams and employment news. Sports facilities are maintained by attendants overseen by the Physical Education department. Cleaning services are handled by designated non-teaching staff and ayahs. Non-teaching staff ensures proper maintenance of classrooms, washrooms, college premises, and infrastructure.

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

718

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

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

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

68

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://bpccollege.ac.in/wp-content/uploads/2024/10/C5-5.1.3-22-23Supporting-Documents.pdf
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

51

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

51

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

62

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
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

65

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

6

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

5.3 - Student Participation and Activities

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

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

7

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 persistently strives to instill democratic culture and practices among the learners. The institution assures that proper weightage is given to the suggestions of the student communitywhile

devising institutional policies and practices. Students are given eopportunityto involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. They are represented in various committees such as IQAC, Reader's Forum, Library Advisory committee, Women Cell, Grievance Redressal Committee etc. Association Secretaries of all departments are also elected and appointed to lead department activities, which includes curricular and extra-curricular programs. The department Associations hosts various events specific to the department. All such programs are controlled and monitored by the elected student representatives with support of an Association president from the respective department. Various sports and games competitions are conducted under the coordination of sports secretary, with support from the faculty of Physical Education.

File Description	Documents
Paste link for additional information	Nil
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

3

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

5.4 - Alumni Engagement

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

The Alumni association is not registered. eventhough the contributions of our alumni add to the academic growth andinfrastructural expansion. The oustanding and well placed alumni join hands in the placement trainings, they interact with students in alumni talk series and contribute infrastructural amenities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Case Study: Online Admission Process

The smooth conduct of online admission procedure is one of the classic examples showing the decentralization and participative management practiced in the institution.

1. Principal & Manager – Principal is the chairman of the admission committee under whose supervision the entire admission process is carried out with the support of the management.

2. Nodal Officer: A nodal officer is appointed by the Principal who is responsible for monitoring the admission procedure of various affiliated courses in the college under the post graduate and undergraduate stream.

3. HODs & Department Admission Coordinators – All admission processes are streamlined though the web portal of Mahatma Gandhi University. Once the rank list is published, the interview process

is carried out under the supervision of HOD & Department Admission
Coordinators

4. College Superintendent & non-teaching staff – Double verification
of documents as well as collection of fees is done by the college
Superintendent & Team

5. Help Desk: A Help Desk is set up with the participation of
student representatives (NCC & NSS) to serve as a helping hand for
the new students who come to the college for the admission.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C6-6.1.1-College-Handbook-2022-23.pdf
Upload any additional information	**No File Uploaded**

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

Case Study: Online Admission Process

The smooth conduct of online admission procedure is one of the
classic examples showing the decentralization and participative
management practiced in the institution.

1. Principal & Manager – Principal is the chairman of the admission
committee under whose supervision the entire admission process is
carried out with the support of the management.

2. Nodal Officer: A nodal officer is appointed by the Principal who
is responsible for monitoring the admission procedure of various
affiliated courses in the college under the post graduate and
undergraduate stream.

3. HODs & Department Admission Coordinators – All admission
processes are streamlined though the web portal of Mahatma Gandhi
University. Once the rank list is published, the interview process
is carried out under the supervision of HOD & Department Admission
Coordinators

4. College Superintendent & non-teaching staff – Double verification of documents as well as collection of fees is done by the college Superintendent & Team

5. Help Desk: A Help Desk is set up with the participation of student representatives (NCC & NSS) to serve as a helping hand for the new students who come to the college for the admission.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/admission/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Case Study: Upgadation of Academic Management System(AMS)One of the strategic plans formulated by the IQAC after consultation with the managing board for the period 2019-2023 was to update the current Academic Management system in order to meet the rising demands of stakeholders such as students, teachers, parents, non-teaching staff, alumni etc. An expert committee was formed to monitor the implementation of the system. After consultation with several software companies, DeQ Software Consultants was chosen for the implementation of the AMS which included the complete automation of the Administrative, Academic and management procedures. The staff council and IQAC discussed in detail the various features to be included in the AMS and decided to set up separate portals.

An agreement was executed between DeQ Software Consultants and the Principal, BPC College to implement the AMS.The contents of different portals are

Student Management Portal

Faculty Portal

Reports

Examination Portal

Customized Certificates

Placement Module

Administration Portal

Admission Portal

Parent Portal

Orientation programmes were organised for teaching and non-teaching staff for a hands on experience of AMS. The AMS has been successfully installed and maintained. Mobile DeQ application is also available for the teachers.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The institution is managed in accordance with rules and regulations of the government and affiliating university. The management gives due importance to the stated vision and mission of the institution. College Governing Council -As a collective body, the members of the Governing Council, the office bearers of the MJSCET Trust and the Executive Committee hold the authority and responsibility for fulfilling the institution's vision and mission. The strategic decisions related to mobilization of the resources for infrastructural and instructional facilities come under this body Academic Head of the Institution The Management empowers Principal, to lead the college towards the fulfillment of the vision and mission. He takes care of the daily administration of the college and executes all the university and academic requirements. The Principal provides effective leadership and valuable guidance to the teaching and administrative staff members. College Council The college council, IQAC,Heads & Coordinators striveto regularize all the academic and non-academic activities by placing systematic procedures for processes that ensure high quality outcome. Various Committeesareheaded by a co coordinator and a team of committee members comprising teachers and students. Administrative Staffassurecontinuous workflow by facilitating all background requirements needed for the faculty and students.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://bpccollege.ac.in/wp-content/uploads/2024/10/6.2.2-organogram-link.pdf
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	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
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

BPC College has effective welfare measures in place for its teaching and non-teaching staff. Care is taken to ensure their wellness and enable them to optimize their true potential. The various welfare schemes are as follows: · Concessional transport for staff · Employees co-operative society · State life insurance · Group insurance · Group accident insurances · General provident fund · Subsidized food from canteen · Retirement gratuity · Medical reimbursement for staff · Lunch room · Annual family get together · Free internet and Wi-Fi in campus · Training programs and enrichment programs · Annual Onam, New year and Christmas eve celebrations hosted by the management · Staff recreation club · One day trips and outings for tranquility · Can avail loan from provident fund. · Duty Leave for academic benefit of the faculty · Maternity and Paternity benefits as per norms · Medical leave ·Incentives for achievements and outstanding research (teaching Staff) · Opportunities for

international exposure as per norms(teaching staff) · Email addresses using the domain name of the institution are provided to the staff members · Hostel accommodation for staff · Jobs on compassionate grounds given to family members of the non-teaching staff

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

5

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

2

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

10

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

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

BPC College strictly follows the UGC Regulations on Measures for the Maintenance of Standards in Higher Education The performance of each employee is assessed annually. Teaching Staff - a) All teaching faculties are assessed through confidential students'feedback reports of each semester and annual performance appraisal. b) The performance of each faculty member is assessed according to the

Annual Self-Assessment for the Performance Based Appraisal System (PBAS). c) Promotions are based on the PBAS Performa for UGC Career Advancement Scheme (CAS) that is based on the API score. d)The Institute accords appropriate weightage for theactivities contributions for which faculty members are assigned in their overall assessment. Non-Teaching Staff All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories-Punctuality, Accuracy, Agility, tidiness, sense of responsibility etc. The comprehensive Annual Confidential Report is graded on a five point scale, i.e., Excellent, Very Good, Good, Satisfactory and Poor. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C6-6.3.5-2022-23-performance-appraisal-teaching-nonteaching.pdf
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

MJSCET, the registered charitable trust that governs the B.P.C College, spearheads all discussions pertaining to the financial aspects and necessary budgeting is earmarked for uninterrupted functioning of the institution. Financial Audit by registered Chartered Accountant is strictly enforced for all funds received from external agencies. The college has officially engaged Grandmark and Associates, Chatered Accountants, Firm Registration Number 011317 N to audit the accounts to ensure financial transparency. The Government of Kerala conducts audits into every financial matters regarding the government funds through Deputy Directorate of Education, Ernakulam and the Accounts General (AG). Every financial year, college conducts internal audit through internal auditors appointed by the management. While verifying entries, if any mistakes/ short comings are noticed, the same could be returned for rectification. After rectifications, the report would be resubmitted

for approval in such cases. In addition a board of internal auditors has been constituted by the IQAC to verify the expenditure accounts of bodies such as staff associations, department association, labs purchases etc.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C6-6.4.1-2022-23-proof.pdf
Upload any additional information	View File

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

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

0.22

File Description	Documents
Annual statements of accounts	No File Uploaded
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

All funds received by the College through various sources are used for the educational, infrastructure and technology development, facilities enhancement and student support services of the institution. The following are the channels through which the College is securing funding: Fees collected from self-financing courses. Financial assistance from Management.PTA funds Contribution from teachers towards charity fund. Endowments and Scholarships UGC/KSCSTE funds Assistance from philanthropists Funding from various Government Departments like Forest, Excise, Tourism and Health. Commissions, Higher Education Department, etc. Central/State Government funding for NSS and NCC unit. To monitor the disbursement of funds (solicited and unsolicited), received for each body, separate advisory or monitoring committees are constituted. The mishandling or misappropriation of funds is prohibited and

utilization of the fund is restricted to the purpose for which the fund was sanctioned. Following are the few heads through which the funds are utilized. UGC/KSCSTE funds are utilized for conducting the programmes sanctioned and are utilized as per the guidelines. PTA, Alumni funds are utilized mainly for instituting scholarships and endowments for meritorious students. Contribution from teachers are provided to support students who are financially weak and socially backward Social Welfare Programme such as medical and financial aid distribution to the poor and needy. Financial assistance from people's representatives are utilized adhering to the Government norms. Endowment for Award Distributions recognizing Academic Excellence.

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

6.5 - Internal Quality Assurance System

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

IQAC is responsible for planning and coordinating the departmental activities. Departments are motivated to plan for the year right at the beginning of the academic year. Plan of action is framed and suggests measures for achieving excellence. IQAC meetings are conductedoccasionally with the HODs of various Departments and other cells offering suggestions for excellence. Sometimes this is followed by meetings with the Management to ensure budgetallocation for proper implementation. IQAC coordinator acts as the head for College Academic Committee that takes initiatives in designing new courses. New academic courses and certificate courses are introduced based on current demands and trends. Other Contributions of IQAC Annual Academic and Administrative Audit Organizes Alumni meet every year Website updation and monitoring of various contents presented Student Feedback on Institutional Performance, Teaching Effectiveness, Curriculum Delivery, Library Resources, Hostel and other amenitiesand analysis Organization of National level and State level seminars and conferences Orientation programmes for staff and students Workshops for hand on training Ensuring the availability of e-resources and study materials in college website.Proposals drafted for Infrastructure development Documentation of reports on various college activities Initiation of best practices and policies. Preparation of AQAR submission to NAAC

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/iqac-profile/
Upload any additional information	**No File Uploaded**

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 Institution reviews its teaching learning process and learning outcomes at regular intervals under the supervision of IQAC. IQAC ensures that as soon as the results are published by the university, the results reaches the hands of the teacher concerned . The teachers then have to perform result analysis of their subject to analyse and figure out the overall performance of the students in previous semester examination. They are further instructed to report to the IQAC if any unprecedented deviation in result are observed compared to previous year. The IQAC, in such cases initiates remedial actions for eliminating future declines and nonperformances. IQAC also insists all departments to maintain student's curriculum-vitae that record student progress in each semester. The department heads consolidate their results and is presented during the IQAC meeting and also during the annual academic audit. In addition to this, IQAC under takes the following as a part of reviving and strengthening the teaching learning processes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bpccollege.ac.in/wp-content/uploads/2024/10/IQAC-Annual-Report-2022-23_.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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 institution develops and deploys regular gender equity programmes every year. Cells such as NSS, NCC, Women cell, placement cell, etc. organize various campaigns, lectures and skill training sessions through which changing perspectives on gender is highlighted. Orientation programs are conducted on relevant issues of gender equity and its understanding for the benefit of all students. Equal opportunities are provided to all students irrespective of gender to take part in national and international camps. The college has an efficient and just system that provides students with the space to register gender-baseddiscrimination. In terms of safety and security, the institution has Anti-Sexual Harassment committee, Anti Ragging Committee and Student Grievance Redressal cell in order to ensure parity at governance level. The institution has reserved separate waiting cum rest rooms for girl students. The counseling cell of the college provides emotional and psychological support to the students of the college with respect to various issues of which gender related issues are a substantial part.

File Description	Documents
Annual gender sensitization action plan	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.1.1-22-23-gender-equity.pdf
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://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.1.1-2021-22-safety.pdf

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

B. Any 3 of the above

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

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

Waste generation and management is an unavoidable part of every organization's day to-day operations. Various college cells, such as NCC, NSS, and the nature club, are also committed to minimizing trash creation and the disposal and recycling of created garbage. The following are the measures addressed by college for waste materials: By prohibiting the use of plastic materials on campus, the college is maintained as a "plastic-free zone." Separate containers for degradable/biodegradable, recyclable, and othersolid garbage are placed in prominent locations in the campus. In order to reduce the amount of waste paper and plastic, the institution requires students to carry their food in lunch boxes, lowering trash output. We also employ environmentally friendly materials for decor that are reusable during the college's programmes. Another notion we have institutionalized is the paperless office. Emails are used to send circulars. Plastic and paper waste are also sold to scrap merchants for recycling rather than burned. Collaboration with themunicipality for the collection of non-biodegradable garbage aids

us in preventing waste accumulation.There are enough washrooms and toilets for students and workers. Drainage pipes transport water to leech pits that are adequately sealed to prevent mosquito breeding.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
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	**No File Uploaded**
Any other relevant documents	[View File](#)

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

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

D. Any 1 of the above

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

With great fervor the national festivals, birth anniversaries and memorials of great Indian personalities are oserved.On the birth anniversary of Sardar Vallabhbhai Patel on October 31, the institution celebratedRashtriya Ekta Diwas. On Environmental Day,5th June 2022, NSS volunteers planted several tree saplings at their own house premises. As a part of Environmental Day celebration on 5th June 2022, NSS volunteers of NSS Unit No. 64 planted several tree saplings at their own house premises.June 12th International Yoga Day was celebrated by practicing yoga. NSSvolunteers along with the Harithamithram employees of Piravom Municipality has taken part in Harithamithram project of placing QR codes in each house under Piravom Municipality.On behalf of Ward member and our college principal, we handed over hundreds of saplings to the Manager of CMS L.P School, Edapallychira.NSSvolunteers along with the Department of Economics and Statistics Officers of Taluk Statistical Office Muvattupuzha has participated in the 11th Agricultural Census as an enumerator for two days (03/03/2023 & 17/03/2023) in Elanji Grama Panchayat.In EUNOIA Global Academic Carnivalas part of advertisement to our MG University Global Academic Carnival we distributed notice and pasted posters as a promotion towards the educational carnival.

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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. The University hasintroduced a compulsory paper on the Constitution of India at Degree levelto create awareness and sensitizing the students and employees to constitution obligation.Every year Republic Day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated every year to

highlight struggle of freedom and importance of Indian constitution. Seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

An Orientation Programme for the first year studentsto give awareness on the opportunities & privileges to NCC cadets in defense services as well as corporate life.A one day blood donation camp,On 27th January 2023 discover India Quiz in connection withRepublic day,CPR TRAINING FOR YOUTH,Vayojana Mithra project,in providing UDID card to differently abled persons under Piravom municipalityare some of the programmes organised during the academic year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.1.9-22-23-Report_.pdf
Any other relevant information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-22-23-7.1.9-Description.pdf

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	**No File Uploaded**
Any other relevant information	View File

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

The institution celebrates national and international events in every year like Independence day, Republic Day, International Yoga Day. Women's Day is observed on 8 March to honor the social, economic, and cultural achievements of women from all areas of life.Science Day is observed on February 28 to mark the invention of the Raman Effect.

Teachers Day is celebrated on 5th of September every year . Readers' Day and week are celebrated on 19th June which gives the opportunity to students

Onam, the harvest festival of Kerala, was celebrated at the college on 31st August 2022 by the staff and students.

Christmas celebrations took place in the college campus on 23th December 2022.

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.

Divyasparsham – The Divine Hands: Divyasparsham is a non-profit charity programme with a vision to create and promote social commitment in our students. Under this programme, we organize various campaigns and disburse aids for the needy community and the impoverished.

In 2022-23, under Divyasparsham Our NSS Unit has conducted a fund collection program for the medical treatment of the people who are in need , as a support to the government introduced project. Also On 16th January our volunteers visited AGCM Karunalayam,Mamalakavala as part of our charity activities.

Best Practice 2

Abhyuti- Support Learning programme:To enhance language skills among school students,In association with Utopia(NG0) an advisory board is constituted with the faculty of English and educational experts as members. A strategic plan was chalked out and skilled students from BPC College were selected and were given special training.Classes were organized on Saturdays in the schools of Chembu gramapanchayath. Students ranging from class 1 to class 12 attended the supportive learning programme. A great deal of improvement in their language skills and confidence level were visible which were testified by their parents and their teachers.

File Description	Documents
Best practices in the Institutional website	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.2-Best-Practices-22-23.pdf
Any other relevant information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.2-Documents-and-Photos_.pdf

7.3 - Institutional Distinctiveness

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

The vision of the college aims in imparting relevant, value based education to the rural youth through various programs

1. Tutorial System:Ensures individual attention to explore their ideas directly with teachers

2. Value education:Impart values and modesty in attitudes and to

contribute it to the society through good citizenship and ethics.

3. Orientation Programs:Conducted by the departments to get better insights in terms of knowledge and skills of the students

4. Counseling Cell:Psychological well being and ethical values of the students are maintained through expert counselors.

5. Certificate Courses:Helps in enhancing the confidence level of the students to perform real world job responsibilities.

6. Online Courses (NPTEL):The students can study at their convenience with an e-Resource page

7. ASAP:Equips an individual with skills through training by professional and well trained executives.

8. Walk With a Scholar: Opening up avenues for achieving competitiveness and growth that enable them to make practical judgments

9. Student Support Program:Supports the under achievers of allsections to achieve academic and personal success .

10. VINGS – Career Support Cell (Placement cell):Continued counseling with regard to career aspirations and potential companies are extended invitations for participating in the placement drives.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college follows the curriculum prescribed by the University through its Boards of Studies. Our faculty members are on the Board of Studies and their sub-committees, substantially contributing to the curriculum development. The college ensures effective curriculum delivery through systematic and strategic & transparent mechanism.The college follows the Academic calendar issued by the University and Commissionerate of Collegiate Education (CCE)and executes it rigorously.The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.Periodic assessment of curriculum delivery is conducted by IQAC through HODs.The faculty engages extra periods and practical sessions as and when necessary and maintains their records.There is optimum utilization of well equipped laboratories for curriculum delivery of practical.Methods like seminar, group discussion, quiz & analysis of case studies are employed for the effective delivery of curriculum.Studymaterials, notes and question banks are provided in the class and through Google Classrooms.Educational field visits, industrial visits, tours are organized.Group projects are assigned to teach them team spirit, sharing and develop presentation, research skills. Social sites such as YOUTUBE, WhatsApp etc. are used for effective teaching. ICT based materials are uploaded on the college website.

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

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

The College Academic Calendar is prepared and circulated by the IQAC at the beginning of every year. Each department plans its academic programs and pathways accordingly. The continuous

assessment process starts right from the induction of students to different programs. And the two internal exams per semester give a more or less accurate assessment of the students' progress.The evaluation of tests and the discussion of the results are also worked out as per the AC and plan of action.There are slots for department meetings as planned in the institutional AC and each department plans and meets as often as is required to discuss the curricular and cocurricular and extra-curricular progress of each student in the department.Each student is assigned a work related to extra class hours like reading, news gathering and publishing, Auditing and allied activities,innovative activities ,Software development etc. All students are required to give a self assessment record to her/his respective mentor at the end of each year. They also make a presentation of her/his progress, aspirations and expectations periodically. These are taken in to account in the framing of the future Academic Calendar of the institution.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C1-22-23-1.1.2-Supporting-data.pdf

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

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

1.2 - Academic Flexibility

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

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

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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)

3

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

442

File Description	Documents
Any additional information	No File Uploaded
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 institution integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability to the curriculum. Syllabi of the programmes are framed in the University level. As per the directives of the UGC, Syllabi of all the graduate programmes in the University was mandated to offer a course on environmental awareness and human rights in the penultimate semester which is implemented in all programmes of the college. All the programmes in the college intend to impart requisite skills and knowledge for varied professional domains like journalism, law, management, IT, electronics and commerce. Hence syllabi of these programmes carry courses that deal with the theme of professional ethics in these domains. For instance, ethical guidelines that Press Council of India issues for journalists is comprehensively dealt with in the syllabus ofthe course History and Development of Journalism of the BA English with journalism programme .Likewise professional principles of management are an integral element of BBA programme. Questions of gender and other forms of social discrimination and inequality such as caste and race are subjected to critical scrutiny in the advanced level courses of BA English with Journalism programme like women studies and voices from the margin.

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

7

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

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

312

File Description	Documents
Any additional information	**No File Uploaded**
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://bpccollege.ac.in/wp-content/uploads/2024/10/C1-22-23-1.4.12-Action-Taken-Report-as-supporting-document.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bpccollege.ac.in/wp-content/uploads/2024/10/C1-22-23-1.4.12-Action-Taken-Report-as-supporting-document.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

263

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

141

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 students and parents are given a brief counselling about the college, facilities available, course contents, career perspectives et at the pre-admission meeting. During the induction programme in which the students and parents aregiven ample opportunities to get involved with each other and the institution.Being an institution in the rural area a special attention will be given to explain the key concept in Malayalam during the beginning of the first year. In addition to the two internal examinations, teachers regularly conduct teat papers and class assignments to understand the progress of the students. Weak students get the facility to learn individually from the teachers after their regular class hours. Scholar Support Programmes, Walk With Scholar programme etc are other supportive programmes available for the students. The college facilitates the extracurricular enhancement of students in different ways. Students will be given opportunities to participate in many events collegiate and inter collegiate level. Different forums and clubs like readers forum, speakers club conducts programmes in collegiate and inter collegiate level. The student associationslinked to each department also conducts various programmes. Teachers in charge of these associations, forums and clubs mentor the students to reach their full potentials.

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

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

Number of Students	Number of Teachers
834	31

File Description	Documents
Any additional information	No File Uploaded

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

Teachers at BPC College employ a learner-centric teaching method, incorporating workshops, assignments, seminars, projects, practical sessions, field visits, debates, group discussions, and quizzes. Alumni and industry experts lead interactive sessions and workshops, bridging the gap between academia and industry. This connection empowers students with practical knowledge relevant to their academic projects, enhancing their technical skills.Students organize inter-departmental seminar series, promoting collaborative learning. Additionally, the college hosts inter college fests, where both students and teachers from various departments and other colleges participate. These events provide a platform for developing personality, technical, and organizational skills.Departments maintain e-groups and phone groups to update students on assignments, internals, projects, and research, and study materials are provided through e-groups.Student seminars and group presentations on current topics are organized to develop skills in data collection, analysis, and ICT-based presentations. Dissertation works typically address real-world problems or fundamental science concepts. Assignments help students define objectives and draw conclusions related to their studies. Additional learning resources, such as e-books and e-journals,arerecommended for enhanced learning.

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

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

All departments utilize G-Suites (Google Classroom), allowing

students to log in and access notes, presentations, curriculum schedules, and self-assessment quizzes. Departments also maintain e-groups and phone groups to keep students informed about assignments, internal assessments, projects, and research updates. Study materials are distributed through these e-groups.Student seminars and group presentations on current topics are organized to develop skills in data collection, analysis, and ICT-based presentations. Projects, research, and surveys further support this skill development. Additional learning resources, such as e books and e-journals, are recommended for enhanced learning.Classrooms are equipped with whiteboards/blackboards and speakers, with some featuring mounted LCDs. Laptops and projectors are available to teachers to facilitate effective teaching.

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

31

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

31

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

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

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

18

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

682

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

At the beginning of the year, an Academic Calendar (Annual Academic Plan) is prepared with the support IQAC. University Academic Calendar and Departmental Academic Plans are he baseline documents for the preparations of the annual academic plan The academic calendar ensures that adequate instructional hours to facilitate the teachers to deliver their courses effectively. The academic calendar is prepared in tune with the conduct of examinations. The academic calendar also ensures ample time for the extracurricular performance of students. Various students forums and clubs conducts extracurricular activities. These programmes are planned in advance to save the class hours of students. The academic conferences and workshops are also planned in advance and the course calendars are also prepared considering these programmes to save the class hours.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The institution follows the directions of the Mahatma Gandhi University for both the Continuous Internal Evaluation (CIE) and the End Semester Examination (ESE). Attendance, internal Assessment Examinations and assignments/seminars are the CIE components in both the UG programme and the PG programmes. The College has an examination office headed by the Chief Superintendent of Examinations. This office has 2 computers, one color printer, one photocopier machine and associated accessories.The pattern of question papers and answer sheets are with the external examination pattern the tentative dates of internal examinations are planned well in advance by the College Council. The time table is displayed the notice boards, college website After each class, the teacher concerned will mark the attendance on the computer system The internal mark sheet is generated by the teachers concerned and published in the college notice board. The students can check his/internal marks before uploading in the university portal. Each class is under the direct control of the class teacher closely observes the punctuality of students in attending classes. The class teacher concerned will enquire about the reason for absent and take supportive steps to sort out the reason of absence.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The College offers instruction in five Undergraduate Programmes and two Postgraduate Programmes. B.C.A., B.B.A., B.Sc. Electronics, B.A.Journalism and B.Com. with Computer Applications are UG programmes and M.Sc. Computer Science and M.Sc. Electronics are PG programmes. All UG programmes have an average of 36 Courses with credits ranging through 4, 3 and 2. Usually the core courses will have 4, complementary courses will have 3 and lab courses will have 2 credits. Total credits is 120 with an average of 20 credits per semester. Total credit for PG programme is 80 with an average 20 credits per semester. All these courses are designed with outcomes defined by the University to facilitate the employability of learners. These are very well explained during the first few lectures on each course and are also displayed along with the syllabus in the website. It is also briefed to parents and students during the orientation class usually held in the beginning of the programme. The list of programme offered along with their courses and the course outcome is available at www.bpccollege.ac.in.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/2.6.2-CO-PO-CBCS.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 programme and course outcomes are regularly evaluated through various mechanisms. Formative as well as summative assessments are employed. Formative assessment includes class tests, interaction in the classroom, assignments,

periodical test papers, viva voce and laboratory sessions. Two internal examinations are also conducted in general for all students in each semester.The scores obtained by the students in these assessments show the degree of attainment of the outcomes. The score (Maximum 100) for each course has two components. External mark (Maximum 80) and internal mark (Maximum 20). External component is the result of summative assessment and internal component is calculated from the formative assessments based on their attendance and performance in the classroom interaction, tests, assignments etc.. The good number of students enrolled for higher education, good placement records also testimonials for the attainment of programme outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/2.6.2-CO-PO-CBCS.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

213

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

2.7 - Student Satisfaction Survey

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

https://bpccollege.ac.in/wp-content/uploads/2024/10/C2-2.7-SSS.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

The faculty members are empowered to take up research activities utilizing the infrastructure and other associated supporting facilities. The collegeResearch and Development Cell monitor and address the issues of research. The cell encourages teachers and PG students to take up research works leading to PhD degree by circulating useful notifications in that direction and call for papers to various conferences. Key Goals of the Research Committee: Creation of research culture among faculty members and students. Motivation to undertake minor and major research projects from various funding agencies. Identification and assistance for finance obtainment from Management as well as funding agencies like KSCSTE and DST. Guidance given for publication of papers/articles in reputed journals. Promotion and funding of innovative ideas propounded by students Functions and Recommendations: Recommend the faculty members to increase their number of research publications Ignite research aptitude to continue research activities even after successful completion ofPhD works. Recommend undertaking minor and major research projects from various funding agencies. Recommend funds for research from various funding agencies.Recommend organizing more number of seminars, conferences and workshops.

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

4

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

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

4

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
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

8

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

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

4

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

3.4 - Extension Activities

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

The NSS volunteersof our college participated asenumerators for11th agricultural census in collaboration with Department of economics and statistics office of taluk statistical office Muvattupuzha.

Under Harithamitram Project the NSS volunteers extended their service inplacing QR code in each house inPiravom muncipality

A Blood Donation camp was organised in association with IMA Ernakulam

Organic vegetable gardening initiated by NSS unit at CMS LP School,Edappalichira

Abhyuti, Supportive learning programme organised in collaboration with Utopia Sustainable Society, Selected students of our college were given training for supporting school students in improving language and communication skills. the project was carried out in 5 schools in Chempu Gramapanchayath

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

0

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

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

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

5

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

242

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

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

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

60

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

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

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
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. |

The college prioritizes ensuring sufficient availability and optimal use of physical infrastructure for effective teaching and learning. The management is committed to improving facilities based on staff and student needs. There are a total of 26 classrooms for theory classes: 18 for 40 students (54 sq. m) and 8 for 60 students (90 sq. m). All classrooms are equipped with black/green/white boards, audiovisual facilities including projectors/LED TVs, and public addressing systems. The Department of Computer Application and Electronics has adequate lab facilities with LAN connectivity and internet access. There are 3 computer labs for Computer Application (2 for UG, 1 for PG) and 2 for Electronics (1 for UG, 1 for PG). Additionally, the Electronics department has well-equipped labs to meet curriculum demands.

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

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

The Physical Education department of the college ensures ample facilities for nurturing young talents in sports and games. The college has a 3-acre playground suitable for Cricket, Kho-Kho,Football, and athletic events. A Volleyball team receives regular training from a former Kerala Sports Council Coach. An indoor stadium of 512 sq. m started in 2018 hosts Volleyball and Shuttle Badminton matches. The college features a well-equipped 278 sq. m basketball court and a Gymnasium (56 sq. m) and yoga center (100 sq. m) to promote physical and mental health. Taekwondo practice is facilitated. Cultural activities are supported with two seminar halls with audiovisual facilities and an open-air auditorium (278 sq. m) for Arts Fest, Carol Night, and College Day functions.

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

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

26

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

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

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

12.83495

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)

The college library operates efficiently with computerization. Access is granted to students and staff upon registration through

the computerized gate register. A conducive reading environment
is provided with ample tables and chairs in a well-ventilated
reading room. The library offers Online Public Access Catalogue
(OPAC) for easy book access. An advisory committee is formed
annually to enhance library activities. It is fully automated and
digitalized, with sections allocated for reference, journals,
magazines, and newspapers. E-resources like INFLIBNET are
available for academic enrichment. The library houses 25016books,
10 journals and 20 periodicals, newspapers, competitive
examination materials, employment news, and women's magazines. A
Reader's Forum encourages reading habits among students and staff
under the library's supervision.

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

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

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

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

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

0.43743

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

810

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

Computer and IT facilities, including software packages and connectivity, are regularly updated to keep pace with evolving technology and enhance efficiency. All departments have Internet and Wi-Fi access on campus. ICT-enabled teaching employs Wi-Fi enabled LCD projectors and TVs. A well-equipped Network ResourceCenter provides high-speed Internet for students and faculty. Computer labs feature advanced software like NET, MATLAB, and PYTHON. Linux is installed alongside other operating systems to promote open-source software. Maintenance and upgrades are managed through partnerships with hardware firms. Every department, office, exam cell, and the library is equipped with Wi-Fi. The College Office utilizes Computerized Academic Management Processing System software for automation. The library offers Internet, OPAC, and INFLIBNET services. Optical fiber connectivity delivers speeds exceeding 40 MPBS, enhancing server interface speed.

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

4.3.2 - Number of Computers

186

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

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)

0.10981

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.

All college computers are covered by an Annual Maintenance Contract (AMC). Verification of electrical lab instruments, library books, stationery, furniture, and sports equipment is conducted annually. Instruments are calibrated by available technicians as needed, with suppliers maintaining them on request. A generator ensures continuous power supply, with voltage fluctuations prevented by uninterrupted power supply units. Electricians regularly check voltage and power supply. Battery backup and inverters protect computer accessories by providing constant power. Purified drinking water is available on campus at all times. The library houses 24,558 books, 10 journals, newspapers, and materials for competitive exams and employment news. Sports facilities are maintained by attendants overseen by the Physical Education department. Cleaning services are handled by designated non-teaching staff and ayahs. Non-teaching staff ensures proper maintenance of classrooms, washrooms, college premises, and infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
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

718

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

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

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

68

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

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

File Description	Documents
Link to Institutional website	https://bpccollege.ac.in/wp-content/uploads/2024/10/C5-5.1.3-22-23Supporting-Documents.pdf
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

51

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

51

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

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

62

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

65

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

6

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

5.3 - Student Participation and Activities

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

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

7

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 persistently strives to instill democratic culture and practices among the learners. The institution assures that proper weightage is given to the suggestions of the student

communitywhile devising institutional policies and practices. Students are given eopportunityto involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. They are represented in various committees such as IQAC, Reader's Forum, Library Advisory committee, Women Cell, Grievance Redressal Committee etc. Association Secretaries of all departments are also elected and appointed to lead department activities, which includes curricular and extra-curricular programs. The department Associations hosts various events specific to the department. All such programs are controlled and monitored by the elected student representatives with support of an Association president from the respective department. Various sports and games competitions are conducted under the coordination of sports secretary, with support from the faculty of Physical Education.

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

3

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development

of the institution through financial and/or other support services

The Alumni association is not registered. eventhough the contributions of our alumni add to the academic growth andinfrastructural expansion. The oustanding and well placed alumni join hands in the placement trainings, they interact with students in alumni talk series and contribute infrastructural amenities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	[View File]()

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Case Study: Online Admission Process

The smooth conduct of online admission procedure is one of the classic examples showing the decentralization and participative management practiced in the institution.

1. Principal & Manager - Principal is the chairman of the admission committee under whose supervision the entire admission process is carried out with the support of the management.

2. Nodal Officer: A nodal officer is appointed by the Principal who is responsible for monitoring the admission procedure of various affiliated courses in the college under the post graduate and undergraduate stream.

3. HODs & Department Admission Coordinators - All admission

processes are streamlined though the web portal of Mahatma Gandhi University. Once the rank list is published, the interview process is carried out under the supervision of HOD & Department Admission Coordinators

4. College Superintendent & non-teaching staff – Double verification of documents as well as collection of fees is done by the college Superintendent & Team

5. Help Desk: A Help Desk is set up with the participation of student representatives (NCC & NSS) to serve as a helping hand for the new students who come to the college for the admission.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C6-6.1.1-College-Handbook-2022-23.pdf
Upload any additional information	**No File Uploaded**

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

Case Study: Online Admission Process

The smooth conduct of online admission procedure is one of the classic examples showing the decentralization and participative management practiced in the institution.

1. Principal & Manager – Principal is the chairman of the admission committee under whose supervision the entire admission process is carried out with the support of the management.

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5. Help Desk: A Help Desk is set up with the participation of student representatives (NCC & NSS) to serve as a helping hand for the new students who come to the college for the admission.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/admission/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Case Study: Upgadation of Academic Management System(AMS)One of the strategic plans formulated by the IQAC after consultation with the managing board for the period 2019-2023 was to update the current Academic Management system in order to meet the rising demands of stakeholders such as students, teachers, parents, non-teaching staff, alumni etc. An expert committee was formed to monitor the implementation of the system. After consultation with several software companies, DeQ Software Consultants was chosen for the implementation of the AMS which included the complete automation of the Administrative, Academic and management procedures. The staff council and IQAC discussed in detail the various features to be included in the AMS and decided to set up separate portals.

An agreement was executed between DeQ Software Consultants and the Principal, BPC College to implement the AMS.The contents of different portals are

Student Management Portal

Faculty Portal

Reports

Examination Portal

Customized Certificates

Placement Module

Administration Portal

Admission Portal

Parent Portal

Orientation programmes were organised for teaching and non-teaching staff for a hands on experience of AMS. The AMS has been successfully installed and maintained. Mobile DeQ application is also available for the teachers.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

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

The institution is managed in accordance with rules and regulations of the government and affiliating university. The management gives due importance to the stated vision and mission of the institution. College Governing Council -As a collective body, the members of the Governing Council, the office bearers of the MJSCET Trust and the Executive Committee hold the authority and responsibility for fulfilling the institution's vision and mission. The strategic decisions related to mobilization of the resources for infrastructural and instructional facilities come under this body Academic Head of the Institution The Management empowers Principal, to lead the college towards the fulfillment of the vision and mission. He takes care of the daily administration of the college and executes all the university and academic requirements. The Principal provides effective leadership and valuable guidance to the teaching and administrative staff members. College Council The college council, IQAC,Heads & Coordinators striveto regularize all the academic and non-academic activities by placing systematic procedures for processes that ensure high quality outcome.

Various Committeesareheaded by a co coordinator and a team of committee members comprising teachers and students. Administrative Staffassurecontinuous workflow by facilitating all background requirements needed for the faculty and students.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://bpccollege.ac.in/wp-content/uploads/2024/10/6.2.2-organogram-link.pdf
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	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
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

BPC College has effective welfare measures in place for its teaching and non-teaching staff. Care is taken to ensure their wellness and enable them to optimize their true potential. The various welfare schemes are as follows: • Concessional transport for staff • Employees co-operative society • State life insurance • Group insurance • Group accident insurances • General provident fund • Subsidized food from canteen • Retirement gratuity • Medical reimbursement for staff • Lunch room • Annual family get together • Free internet and Wi-Fi in campus • Training programs and enrichment programs • Annual Onam, New year and

Christmas eve celebrations hosted by the management · Staff recreation club · One day trips and outings for tranquility · Can avail loan from provident fund. · Duty Leave for academic benefit of the faculty · Maternity and Paternity benefits as per norms · Medical leave ·Incentives for achievements and outstanding research (teaching Staff) · Opportunities for international exposure as per norms(teaching staff) · Email addresses using the domain name of the institution are provided to the staff members · Hostel accommodation for staff · Jobs on compassionate grounds given to family members of the non-teaching staff

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

5

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

2

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

10

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

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

BPC College strictly follows the UGC Regulations on Measures for the Maintenance of Standards in Higher Education The performance of each employee is assessed annually. Teaching Staff - a) All teaching faculties are assessed through confidential

students'feedback reports of each semester and annual performance appraisal. b) The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS). c) Promotions are based on the PBAS Performa for UGC Career Advancement Scheme (CAS) that is based on the API score. d)The Institute accords appropriate weightage for theactivities contributions for which faculty members are assigned in their overall assessment. Non-Teaching Staff All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories- Punctuality, Accuracy, Agility, tidiness, sense of responsibility etc. The comprehensive Annual Confidential Report is graded on a five point scale, i.e., Excellent, Very Good, Good, Satisfactory and Poor. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C6-6.3.5-2022-23-performance-appraisal-teaching-nonteaching.pdf
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

MJSCET, the registered charitable trust that governs the B.P.C College, spearheads all discussions pertaining to the financial aspects and necessary budgeting is earmarked for uninterrupted functioning of the institution. Financial Audit by registered Chartered Accountant is strictly enforced for all funds received from external agencies. The college has officially engaged Grandmark and Associates, Chatered Accountants, Firm Registration Number 011317 N to audit the accounts to ensure financial transparency. The Government of Kerala conducts audits into every financial matters regarding the government funds through Deputy Directorate of Education, Ernakulam and the Accounts General (AG). Every financial year, college conducts internal audit through internal auditors appointed by the management. While

verifying entries, if any mistakes/ short comings are noticed, the same could be returned for rectification. After rectifications, the report would be resubmitted for approval in such cases. In addition a board of internal auditors has been constituted by the IQAC to verify the expenditure accounts of bodies such as staff associations, department association, labs purchases etc.

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C6-6.4.1-2022-23-proof.pdf
Upload any additional information	View File

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

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

0.22

File Description	Documents
Annual statements of accounts	No File Uploaded
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

All funds received by the College through various sources are used for the educational, infrastructure and technology development, facilities enhancement and student support services of the institution. The following are the channels through which the College is securing funding: Fees collected from self-financing courses. Financial assistance from Management.PTA funds Contribution from teachers towards charity fund. Endowments and Scholarships UGC/KSCSTE funds Assistance from philanthropists Funding from various Government Departments like Forest, Excise, Tourism and Health. Commissions, Higher Education Department, etc. Central/State Government funding for NSS and NCC unit. To

monitor the disbursement of funds (solicited and unsolicited), received for each body, separate advisory or monitoring committees are constituted. The mishandling or misappropriation of funds is prohibited and utilization of the fund is restricted to the purpose for which the fund was sanctioned. Following are the few heads through which the funds are utilized. UGC/KSCSTE funds are utilized for conducting the programmes sanctioned and are utilized as per the guidelines. PTA, Alumni funds are utilized mainly for instituting scholarships and endowments for meritorious students. Contribution from teachers are provided to support students who are financially weak and socially backward Social Welfare Programme such as medical and financial aid distribution to the poor and needy. Financial assistance from people's representatives are utilized adhering to the Government norms. Endowment for Award Distributions recognizing Academic Excellence.

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

6.5 - Internal Quality Assurance System

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

IQAC is responsible for planning and coordinating the departmental activities. Departments are motivated to plan for the year right at the beginning of the academic year. Plan of action is framed and suggests measures for achieving excellence. IQAC meetings are conductedoccasionally with the HODs of various Departments and other cells offering suggestions for excellence. Sometimes this is followed by meetings with the Management to ensure budgetallocation for proper implementation. IQAC coordinator acts as the head for College Academic Committee that takes initiatives in designing new courses. New academic courses and certificate courses are introduced based on current demands and trends. Other Contributions of IQAC Annual Academic and Administrative Audit Organizes Alumni meet every year Website updation and monitoring of various contents presented Student Feedback on Institutional Performance, Teaching Effectiveness, Curriculum Delivery, Library Resources, Hostel and other amenitiesand analysis Organization of National level and State level seminars and conferences Orientation programmes for staff

and students Workshops for hand on training Ensuring the availability of e-resources and study materials in college website.Proposals drafted for Infrastructure development Documentation of reports on various college activities Initiation of best practices and policies. Preparation of AQAR submission to NAAC

File Description	Documents
Paste link for additional information	https://bpccollege.ac.in/iqac-profile/
Upload any additional information	**No File Uploaded**

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 Institution reviews its teaching learning process and learning outcomes at regular intervals under the supervision of IQAC. IQAC ensures that as soon as the results are published by the university, the results reaches the hands of the teacher concerned . The teachers then have to perform result analysis of their subject to analyse and figure out the overall performance of the students in previous semester examination. They are further instructed to report to the IQAC if any unprecedented deviation in result are observed compared to previous year. The IQAC, in such cases initiates remedial actions for eliminating future declines and nonperformances. IQAC also insists all departments to maintain student's curriculum-vitae that record student progress in each semester. The department heads consolidate their results and is presented during the IQAC meeting and also during the annual academic audit. In addition to this, IQAC under takes the following as a part of reviving and strengthening the teaching learning processes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);	**B. Any 3 of the above**

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://bpccollege.ac.in/wp-content/uploads/2024/10/IQAC-Annual-Report-2022-23_.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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 institution develops and deploys regular gender equity programmes every year. Cells such as NSS, NCC, Women cell, placement cell, etc. organize various campaigns, lectures and skill training sessions through which changing perspectives on gender is highlighted. Orientation programs are conducted on relevant issues of gender equity and its understanding for the benefit of all students. Equal opportunities are provided to all students irrespective of gender to take part in national and international camps. The college has an efficient and just system that provides students with the space to register gender-baseddiscrimination. In terms of safety and security, the institution has Anti-Sexual Harassment committee, Anti Ragging Committee and Student Grievance Redressal cell in order to ensure parity at governance level. The institution has reserved separate waiting cum rest rooms for girl students. The counseling cell of the college provides emotional and psychological support to the students of the college with respect to various issues of which gender related issues are a substantial part.

File Description	Documents
Annual gender sensitization action plan	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.1.1-22-23-gender-equity.pdf
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://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.1.1-2021-22-safety.pdf

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

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

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

Waste generation and management is an unavoidable part of every organization's day to-day operations. Various college cells, such as NCC, NSS, and the nature club, are also committed to minimizing trash creation and the disposal and recycling of created garbage. The following are the measures addressed by college for waste materials: By prohibiting the use of plastic materials on campus, the college is maintained as a "plastic-free zone." Separate containers for degradable/biodegradable, recyclable, and othersolid garbage are placed in prominent locations in the campus. In order to reduce the amount of waste paper and plastic, the institution requires students to carry their food in lunch boxes, lowering trash output. We also employ environmentally friendly materials for decor that are reusable during the college's programmes. Another notion we have institutionalized is the paperless office. Emails are used to send circulars. Plastic and paper waste are also sold to scrap merchants for recycling rather than burned. Collaboration with

themunicipality for the collection of non-biodegradable garbage aids us in preventing waste accumulation.There are enough washrooms and toilets for students and workers. Drainage pipes transport water to leech pits that are adequately sealed to prevent mosquito breeding.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[View File](#)

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	View File

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

With great fervor the national festivals, birth anniversaries and memorials of great Indian personalities are oserved.On the birth anniversary of Sardar Vallabhbhai Patel on October 31, the institution celebratedRashtriya Ekta Diwas. On Environmental Day,5th June 2022, NSS volunteers planted several tree saplings at their own house premises. As a part of Environmental Day celebration on 5th June 2022, NSS volunteers of NSS Unit No. 64 planted several tree saplings at their own house premises.June 12th International Yoga Day was celebrated by practicing yoga. NSSvolunteers along with the Harithamithram employees of Piravom Municipality has taken part in Harithamithram project of placing QR codes in each house under Piravom Municipality.On behalf of Ward member and our college principal, we handed over hundreds of saplings to the Manager of CMS L.P School, Edapallychira.NSSvolunteers along with the Department of Economics and Statistics Officers of Taluk Statistical Office Muvattupuzha has participated in the 11th Agricultural Census as an enumerator for two days (03/03/2023 & 17/03/2023) in Elanji Grama Panchayat.In EUNOIA Global Academic Carnivalas part of advertisement to our MG University Global Academic Carnival we distributed notice and pasted posters as a promotion towards the educational carnival.

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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. The University hasintroduced a compulsory paper on the Constitution of India at Degree levelto create awareness and sensitizing the students and employees to constitution obligation.Every year Republic Day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution. Seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

An Orientation Programme for the first year studentsto give awareness on the opportunities & privileges to NCC cadets in defense services as well as corporate life.A one day blood donation camp,On 27th January 2023 discover India Quiz in connection withRepublic day,CPR TRAINING FOR YOUTH,Vayojana Mithra project,in providing UDID card to differently abled persons under Piravom municipalityare some of the programmes organised during the academic year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.1.9-22-23-Report_.pdf
Any other relevant information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-22-23-7.1.9-Description.pdf

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	**No File Uploaded**
Any other relevant information	View File

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

The institution celebrates national and international events in every year like Independence day, Republic Day, International Yoga Day. Women's Day is observed on 8 March to honor the social, economic, and cultural achievements of women from all areas of life.Science Day is observed on February 28 to mark the invention of the Raman Effect.

Teachers Day is celebrated on 5th of September every year .

Readers' Day and week are celebrated on 19th June which gives the opportunity to students

Onam, the harvest festival of Kerala, was celebrated at the college on 31st August 2022 by the staff and students.

Christmas celebrations took place in the college campus on 23th December 2022.

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.

Divyasparsham – The Divine Hands: Divyasparsham is a non-profit charity programme with a vision to create and promote social commitment in our students. Under this programme, we organize various campaigns and disburse aids for the needy community and the impoverished.

In 2022-23, under Divyasparsham Our NSS Unit has conducted a fund collection program for the medical treatment of the people who are in need , as a support to the government introduced project. Also On 16th January our volunteers visited AGCM Karunalayam,Mamalakavala as part of our charity activities.

Best Practice 2

Abhyuti- Support Learning programme:To enhance language skills among school students,In association with Utopia(NG0) an advisory board is constituted with the faculty of English and educational experts as members. A strategic plan was chalked out and skilled students from BPC College were selected and were given special training.Classes were organized on Saturdays in the schools of Chembu gramapanchayath. Students ranging from class 1 to class 12 attended the supportive learning programme. A great deal of

improvement in their language skills and confidence level were visible which were testified by their parents and their teachers.

File Description	Documents
Best practices in the Institutional website	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.2-Best-Practices-22-23.pdf
Any other relevant information	https://bpccollege.ac.in/wp-content/uploads/2024/10/C7-7.2-Documents-and-Photos_.pdf

7.3 - Institutional Distinctiveness

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

The vision of the college aims in imparting relevant, value based education to the rural youth through various programs

1. Tutorial System:Ensures individual attention to explore their ideas directly with teachers

2. Value education:Impart values and modesty in attitudes and to contribute it to the society through good citizenship and ethics.

3. Orientation Programs:Conducted by the departments to get better insights in terms of knowledge and skills of the students

4. Counseling Cell:Psychological well being and ethical values of the students are maintained through expert counselors.

5. Certificate Courses:Helps in enhancing the confidence level of the students to perform real world job responsibilities.

6. Online Courses (NPTEL):The students can study at their convenience with an e-Resource page

7. ASAP:Equips an individual with skills through training by professional and well trained executives.

8. Walk With a Scholar: Opening up avenues for achieving competitiveness and growth that enable them to make practical judgments

9. Student Support Program:Supports the under achievers of

allsections to achieve academic and personal success .

10. VINGS – Career Support Cell (Placement cell):Continued counseling with regard to career aspirations and potential companies are extended invitations for participating in the placement drives.

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. To offer more certificate and add on courses and to motivate students to join more online courses through NPTEL. 2. To apply for projects funded by external agencies of national and international stature. 3. To apply for new UG and PG programmes and B.Voc Courses. 4. To enhance the use of ICT in teaching learning and evaluation. 5. To organize more extension and outreach programmes to contribute to the rural population 6. To strengthen Infrastructure. 7. To organize more value added programmes through the cells and forums of the college. 8. To obtain funds for green initiatives from government agencies. 9. To publish research journals both in the Science and Arts stream. 10. Adding more books and journals to the college library. 11. To develop more e-contents 12. To organize national/international conferences/seminars/workshops/lecture series. 13. To organize training programmes for students for competitive examinations and placements. 14. To establish collaborations and linkages with organizations. 15. To promote media/industrial visits, on-the-job training programmes and internship 16. Publication of community news paper, newsletters etc. 17. Organising film festivals, exhibitions, Intercollegiate quiz, management fest, commerce fest etc.