



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	BISHOP ABRAHAM MEMORIAL COLLEGE, THURUTHICAD
Name of the head of the Institution	Dr. Alex Mathew
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04692682820
Mobile no.	9496551532
Registered Email	iqac@bamcollege.ac.in
Alternate Email	office@bamcollege.ac.in
Address	Bishop Abraham Memorial College, Thuruthicad
City/Town	Pathanamthitta
State/UT	Kerala
Pincode	689597

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Rural</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Dr. Thomson K. Alex</b>
Phone no/Alternate Phone no.	<b>04692682820</b>
Mobile no.	<b>9400947721</b>
Registered Email	<b>iqac@bamcollege.ac.in</b>
Alternate Email	<b>bamiqac@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://bamcollege.ac.in/wp-content/uploads/2020/12/BAM_AOAR_2017-18.pdf">https://bamcollege.ac.in/wp-content/uploads/2020/12/BAM_AOAR_2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://bamcollege.ac.in/wp-content/uploads/2021/03/AcCal2018_19.pdf">https://bamcollege.ac.in/wp-content/uploads/2021/03/AcCal2018_19.pdf</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.35</b>	<b>2009</b>	<b>29-Sep-2009</b>	<b>29-Sep-2014</b>
<b>2</b>	<b>B</b>	<b>2.55</b>	<b>2015</b>	<b>15-Dec-2015</b>	<b>15-Dec-2020</b>

<b>6. Date of Establishment of IQAC</b>	<b>11-Aug-2009</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Orientation Programme for Women Students	21-Feb-2019 1	150
JWALA	04-Feb-2019 1	75
PARINAM	11-Jan-2019 3	30
Orientation Programme for First year UG students	24-Jul-2018 1	250
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
B A M College, Thuruthicad	SSP	State Govt.	2018 305	69679
B A M College, Thuruthicad	WWS	State Govt.	2018 305	194400
B A M College, Thuruthicad	WWS Motivation Camp	State Govt.	2018 3	40000
B A M College, Thuruthicad	RUSA	State Govt.	2018 365	1000000
B A M College, Thuruthicad	P D Account	State Govt.	2018 365	770711
Dr. Rani R. Nair ( Faculty)	Science Popularization Programme	State Govt.	2018 3	135000
Dr. Rani R. Nair ( Faculty)	Science Popularization Programme	State Govt.	2018 3	220500
B A M College, Thuruthicad	FDP Salary	UGC	2017 183	343218
Dr. Robi A. J. ( Faculty)	Ecology and Environment Programmes & Environmental Education	KSCSTE	2018 1	11000
<a href="#">View File</a>				

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

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

Participated in AISHE, NIRF and RUSA.

Ensured the conduct of various activities according to the Academic Calendar.

Prepared a DPR for improving IT infrastructure and submitted to the Management.

Took measures to strengthen the department level PTA.

Completed submission of all files in connection with UGC XII plan GDA

[View File](#)

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

Plan of Action	Achievements/Outcomes
Training Programmes	Training programmes, PARINAM (for selected 30 students) and JWALA (for women students) were conducted
IT Infrastructure Development	DPR submitted to management and was approved by management committee
Extension Programmes	Two extension programmes for school students were conducted with financial support from Govt. of Kerala
Day Observations	National and International days were observed under the leadership of various clubs and associations
Strengthen Department PTAs	All departments conducted PTA meetings
Centralizing Internal Examination	Conducted internal examination in centralized mode for all UG students
Orientation Programmes	Conducted orientation programmes for First UG students
Preparation of Academic Calendar	Academic calendar was published in June 2018

[View File](#)

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 226 796 275" style="width: 50%;">Name of Statutory Body</th> <th data-bbox="796 226 1476 275" style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 275 796 324" style="text-align: center;">College Council</td> <td data-bbox="796 275 1476 324" style="text-align: center;">25-Mar-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Council	25-Mar-2019
Name of Statutory Body	Meeting Date				
College Council	25-Mar-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	26-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The management of a higher educational institution may require a proactive approach in making decision by the administration, and require the information at hand in most cases. Apart from the automation, there must be a control of work flow to make the activities of the institution streamlined and to improve the accountability of decisions, activities and operations in achieving the aims and objectives of the institution. Hence, at B A M College we make use of selected modules of Total Campus Solution (TCS) a Web Enabled Educational ERP Solution for colleges by MeshiLogic Softwares. Now we have implemented modules for Institution - General Information, Student Information and Academic Administration. The Student Module has the facilities for Course and Course allotments, Marking Student Attendance and generating various reports. The access to the software is Privileged access to menu options as per the roles defined by the Institute. There are provisions to add, edit or delete individual student's personal or educational information as required. This also includes uploading of signature and photo. Facility for bulk uploading the admitted student</p>				

information for the current academic year into the master database. There is also facility to verify student profile for the selected academic courses and semester, provision for assigning student identity code, previewing and printing of new or duplicate identity cards, generating student list(s) for courses. The Academic Administration Module have the facilities for scheduling and preparation of class time tables (including combined subject, combined class etc), substitution allotment of classes, configuring mandatory attendance semester wise or year wise, provision for capturing leave including medical leave, maintain and tally daily and monthly attendance Automatic attendance percentage calculation. The platform can also be used to generate Transfer and Conduct certificates for students.

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

Academic plan for the year is prepared by IQAC in the beginning of the academic year. This plan is published as Academic Calendar for the year after getting approval from College Council. By conducting regular review meetings the College Council make sure that the Academic Calendar is adhered. Faculty members prepare their curriculum plan as per the Academic Calendar. This helps in completing all the academic activities well before the university examinations. Two internal assessments are conducted in a semester as part of continuous evaluation, one by the department and the second by the internal examination committee of the college in centralized mode. Remedial classes are arranged for slow learners. Industrial visits and field visits are arranged to students whom they are relevant. Marks obtained in the internal assessment is consolidated and published on department notice boards at the end of each semester. College has proper forums to resolve the grievances raised by students. Feedbacks collected from the students are analyzed by the IQAC and handed over to the teachers through the Principal. This helps to improve the teaching learning process in the College. College has its own software to record students' details and attendance. The students' details are entered in the admission register at the time of the admission by college office. An admission register prepared by the class teacher is also kept in the department. Some of the faculty members serves as members of board of studies in MG University and in question setting and valuation duties of the universities and some of our teachers are also members of the Board of question paper setting in various autonomous colleges. Experience gained by these faculty members are shared with other faculty members to improve the overall quality of the academic process of our college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	NIL	Nil

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<b>No file uploaded.</b>		

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

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

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
<b>No file uploaded.</b>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Applied Chemistry	13
MA	Economics	18
MCom	Finance	18
MSc	Botany	23
<a href="#">View File</a>		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
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Bishop Abraham Memorial College has been insisting on maintaining quality on academic and administrative services. Feedback from the students, faculty, alumni and parents are collected on important aspects which includes quality of academic and administrative activities, infrastructure facilities and various programmes in the college. The collected feedbacks are analysed by the IQAC of the institution. The feedbacks are collected on various aspects on a five point scale where the stakeholders mark their response as excellent, very good, good, satisfactory and not satisfactory. To assure complete trust stakeholders are allowed to give feedback anonymously. Also, provision to add further suggestions are also given. Procedure for Collecting Feedbacks: Printed feedback forms are given to students for marking their response. The marked student feedback forms are collected by the Department and is handed over to IQAC for its analysis. Feedback from parents are collected from parents on the days of PTA meeting. Alumni are constantly kept in touch for continuous feedback at different stages. Mentoring and tutorial sessions, Department level PTA meetings, PTA Executive meetings, PTA General Body meetings, Department and College level Alumni Association meetings, Department and General Staff meetings, College Council, IQAC etc. are the places where different stakeholders can give their suggestions and feedbacks. Analysis of Feedback: The feedbacks collected are forwarded to IQAC where the feedback are tabulated and item-wise summaries are prepared. For ensuring ease and transparency a common format is prepared for analyzing feedback. This allows decision making bodies to easily draw conclusion from the feedback obtained. Utilizing Feedback Data: Suggestions extracted from these feedbacks are analysed by the various committees and significant matters are brought to the notice of the College Council and College Governing Council. Discussions in these diverse administrative bodies lead to various quality improvement programmes for the benefit of various stakeholders.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Applied Chemistry	15	Nill	15
BSc	Mathematics	24	Nill	18
BSc	Chemistry	24	Nill	22
BSc	Physics	24	Nill	18
BCom	Computer Application	70	Nill	67
BCom	Finance & Taxation	50	Nill	48
BA	History	40	Nill	37

[View File](#)

### 2.2 – Catering to Student Diversity

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

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



			courses	courses	
2018	880	132	34	5	17

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
56	41	Nil	6	5	Nil
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Yes. Bishop Abraham Memorial College is committed towards providing need-based support services to students with an aim of keeping them motivated and equipped to pursue both academic and personal goals. There is an efficient and well-structured mentoring system in the Institution which assures that every student receives necessary support and guidance. The mentoring policy ensures that all students of Bishop Abraham Memorial College have the opportunity to access assistance through a personal mentor-mentee relationship. The mentor is a faculty member who meets the mentee on a regular basis, and provides support and guidance to identify and enhance the strengths of the mentee, enabling him/her to manage academic and personal challenges. The Mentoring system is functioning very effectively in all Departments. The mentor acts as a guide, coach and role model for the mentee. The number of students assigned to each teacher is less in the Mentoring system. The Mentor-Mentee list is prepared at the beginning of the academic year. The HOD of each Department coordinates the activities. The mentors makes earnest efforts to understand their mentees, help them settle well in the new environment and provide adequate support during this phase of transition. Normally, it is less than twenty in Science departments and around thirty in Arts or Commerce departments. The mentors understands the social background of the mentee and elicit information from students in a respectful and dignified manner. The mentors identify the strengths of the mentees and inspire them to pursue every opportunity to utilize their potential and fulfil their aspirations. The mentor also encourages the students to overcome their inhibitions, identify and help with areas where the mentee needs improvement. There is a mentoring diary in which the details of the interactions with the mentees are entered periodically. In addition to this there is a Mentoring Record for each Mentee in which the details of the Mentee are entered. The mentor maintains very close touch with each of the mentees. There will be frequent interactions between the Mentor and the Mentee. The Mentees will be guaranteed absolute secrecy of the details they reveal to the Mentor. If the Mentor feels the need for talking to the mentee's parents, it is done with the knowledge of the HOD. An environment of care and personal attention help students in performing to their full potential. It helps to develop a stimulating environment based on students' strengths, promoting their creativity and acknowledging and appreciating their endeavours. The mentor plays a critical role in the mentees' internships and placements. The mentors assist and guide students to achieve their aspirations, ensuring that they have positive experience in the college and offers them progression and employment opportunities. The whole programme is under the guidance of the Principal.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1012	56	1:18

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	Nil	Nil	17

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

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

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Economics	6	22/03/2019	30/04/2019
BA	History	6	05/04/2019	29/04/2019
BCom	Finance and Taxation	6	22/03/2019	29/04/2019
BCom	Computer Applications	6	04/04/2019	29/04/2019
BSc	Chemistry	6	05/04/2019	29/04/2019
BSc	Physics	6	28/03/2019	29/04/2019
BSc	Mathematics	6	05/04/2019	29/04/2019
BSc	Botany	6	22/03/2019	29/04/2019
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college academic calendar is in assonance with the university calendar. An internal examination and a model examination are conducted in centralized manner and are conducted well in advance to the University examination for ensuring effective completion of the courses. The timely evaluation of internal, model and other examination papers as ensured to maintain a consistent academic track of the students and to provide them an effective feedback. Class Tests/ Surprise Tests/ Assignments are conducted after the completion of each module which help the teacher to ensure the consistency of the students and ensure quality of the continuous evaluation process. Seminar or presentation as part of continuous evaluation are held under the guidance of the teacher. The college maintains a digital attendance platform for ensuring the accuracy of student attendance which is a component to internal assessment. Monthly shortage list is monitored by the tutor or the mentor. The College collects feedback from students on the continuous evaluation system and necessary steps are taken to correct, modify and strengthen the continuous internal evaluation system. The institution conducts parents meeting every semester and details of the continuous evaluation of students are discussed with their parents. The class tutor keeps frequent contact with the parents and provides special care to the needy. The grievance about internal assessment are handled using a three level system, tutor-HoD-Principal and is so systematic that it is capable of addressing all the issues faced by the students.

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

The College Staff Council gives priority to prepare academic and examination

calendars in accordance with the University Calendar. Each Department is asked to prepare an action plan for the year to be included in the calendar. In its first meeting of each academic year the IQAC takes the responsibility to prepare the academic calendar in consultation with all the departments in the college. Time bound completion of topics is ensured by distribution of the calendar which includes all the important details. Various steps of the internal assessment component, from the publication of marks to its uploading are included in Academic calendar for ensuring the timely completion of the internal assessment process of all the departments. An effective corrective mechanism which consists of College Council, Grievance Redressal Cell, student representatives in the executive committee of various clubs, associations etc. gives feedbacks on academic calendar. The feedback is used while preparing the academic calendar for next academic year.

## 2.6 – Student Performance and Learning Outcomes

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

<https://bamcollege.ac.in/programmes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MAEC	MA	Economics	18	17	94.44
MSBO	MSc	Botany	24	23	95.80
MSACH	MSc	Applied Chemistry	15	15	100

[View File](#)

## 2.7 – Student Satisfaction Survey

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

<https://bamcollege.ac.in/wp-content/uploads/2021/03/SSS.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NA	NA	Nil	NA
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	Nil	NA	NA	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	History	2	6.3
International	Chemistry	2	1.25
International	Botany	4	Nil
International	English	1	5.7
International	Physics	2	2.0
International	Commerce	1	6.3
<a href="#">View File</a>			

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

Department	Number of Publication
Commerce	1
Malayalam	1
Hindi	2
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Rites of Passage: From Somaliland	Rose Thomas, Asha Susan Jacob	International Journal of Language,	2018	Nil	Bishop Abraham Memorial College,	Nil

to Canada - A Study of Margaret Laurence		Literature in Humanities			Thuruthiad	
Biogeochemical Cycling of Phosphorus in the Cochin Backwaters: Southwest Coast of India.	Rejomon George, G.D. Martin, V.J. Gerson M. Nair.	Journal of Environmental Analytical Chemistry	2019	Nil	Bishop Abraham Memorial College, Thuruthiad	Nil

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Structural, optical and magnetic studies of CuFe <sub>2</sub> O <sub>4</sub> , MgFe <sub>2</sub> O <sub>4</sub> and ZnFe <sub>2</sub> O <sub>4</sub> nanoparticles prepared by hydrothermal / solvothermal method	Jessyamma Kurian, M. Jacob Mathew	Journal of Magnetism and Magnetic Materials	2018	3	40	Bishop Abraham Memorial College, Thuruthiad
Biogeochemical Cycling of Phosphorus in the Cochin Backwaters: Southwest Coast of India.	Rejomon George, G.D. Martin, V.J. Gerson M. Nair.	Journal of Environmental Analytical Chemistry	2019	8	1	Bishop Abraham Memorial College, Thuruthiad

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	6	4	Nil

Resource persons	Nil	1	1	6
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swatch Bharath Summer Internship	NSS	1	24
Sasthrapadham	BAM College and SSK, Kerala	10	54
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS	Certificate of Appreciation for Best NSS Unit of M G University, Kottayam	M. G. University	200
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Science Popularisation Programme	BAM College and SIET, Kerala	Sasthrajalakam	10	45
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	Nil
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NIL	NIL	NIL	Nil	Nil	Nil
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
No file uploaded.			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4.5	4.98

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Others	Newly Added
Others	Existing
<a href="#">View File</a>	

##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSOFT	Fully	4.2	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24200	Nil	367	130906	24567	130906
Reference Books	663	Nil	2	895	665	895
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

No file uploaded.

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	70	40	20	1	0	4	10	100	0
Added	18	10	8	0	0	1	8	0	7
Total	88	50	28	1	0	5	18	100	7

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

100 MBPS/ GBPS

##### 4.3.3 – Facility for e-content

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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
100000	104853	350000	393680

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

Bishop Abraham Memorial College has a well formulated procedure for the maintenance of its infrastructure facilities and campus in general. Timely response to the requests for repairs and replacements are dispensed through a team of dedicated technical persons, support staff and housekeeping team appointed by the Management. The work distribution is meticulously drafted and followed in a systematic manner. Budgetary provisions are made for regular checking, repairs and corrective measures. Maintenance Planning: Annual Maintenance Planning is done in the general body meeting of the College. General maintenance: An annual maintenance schedule is developed in which the maintenance team looks into the general aspects of infrastructure maintenance. White washing, painting, pruning of trees, clearing of drainage system, cleaning roofs, maintenance of washrooms etc are done during holidays. Housekeeping: A house keeping team conscientiously engage in keeping the campus clean, green and safe. Classrooms: The classes shall be properly maintained with the support from the departmental staff. The maintenance team responds immediately in case of any maintenance issues. The institution includes students in making the classroom a nice place to learn and live. Dust bin is kept in each class room. Laboratories: The purchase of all equipment for the science laboratories shall be made from standard scientific companies as per the norms by the government. Timely maintenance is the norm of the institution. Arrangements are made for the waste disposal and daily cleaning of the laboratories. Electrical and Plumbing: A team of electricians look into the



maintenance of electrical devices. Annual checkup of all electrical equipment for its efficiency and safety, day to day repairs are done in a systematic manner. The team also provides support in the area of light and sound especially during meetings, seminars, conferences, cultural events in the conference rooms, seminar halls and auditorium. Solar Power System: 30 kVA off line solar grid panel is installed. Maintenance includes weekly cleaning of panels. Computer Networking: The maintenance of Computers, ICT facilities in class rooms and networking is done by a team of technically skilled personals. Website: The College website is supported by an external agency and is updated and maintained by a team of faculty members. Sports Games and Fitness: The College sports and games facilities are maintained by the Department of Physical Education. Maintenance by external agencies: CCTV Cameras, UPS, Air Conditioners and fire safety equipment are maintained in collaboration with experienced agencies with annual contract.

<https://bamcollege.ac.in/common-facilities/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Alumni Scholarship	4	22800
Financial Support from Other Sources			
a) National	Faculty Scholarship	7	42000
b) International	Nil	Nil	Nil
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

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

Nil	Nil	Nil
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## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Youth Festival	Institution	231
Sports Meet	Institution	75
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

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

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

The College has an active Students' Union whose election is conducted in Presidential system as per para 6.2.2 of the J.M. Lyngdoh Commission Report and order passed by the Supreme Court of India in SLP No. 24295/ 2004. All the students enrolled in the college shall have the right to vote and contest in the elections to the college Union. Election is held under the observance of a senior faculty, appointed as the Returning Officer. The objectives of the Union is to train the students of the college in the duties, responsibilities and rights of citizenship, to promote opportunities for the development of

character, leadership, efficiency, knowledge and spirit of service among students, to organise debates, seminars, work squads, touring parties and such other functions and to encourage sports, arts and other cultural, educational, social or recreational activities that are incidental and conducive to the above objects. The College Union comprises of all students enrolled in the college. The College Union shall have an Executive Committee consisting of the following members: (1) The Chairman. (2) The Vice-Chairman. (3) The General Secretary. (4) The Councillor(s) to the University Union. (5) The Editor of the College Magazine. (6) The Arts Club Secretary. (7) One member representing the students of each year of the Pre-Degree, Degree and Post-Graduate Courses, elected by the students of the respective years from among themselves. (8) Two members elected by the Lady students of the College from among themselves. All the above shall be elected by and from among the students of the College. The Students' Union meets frequently and plans their activities like College Fine Arts Festival, Freshers' day, Keralapiravi celebration, Celebrating National or International days of importance, Flash mobs on social awareness, Medical camps, community services, etc. The College Union leads from the forefront when it comes to the preparations of participants for University Youth Festival. Students' Council play a vital role in various administrative and academic bodies of the college. The Student Charter states the institution's aspirations and mutual expectations of staff and students, as they work together to achieve the institution's Mission. The Charter details the partnership between the College and its students. The achievement of the College's Mission is only possible through the respectful interactions of all members of the College community, fair student representation and active student participation in College life and community. This is achieved by ensuring adequate representation of students in various administrative, academic and co-curricular like IQAC, ICC, Anti-ragging Committee etc. The College also ensures student representation in various clubs and cells.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

28200

5.4.4 – Meetings/activities organized by Alumni Association :

Two department level meetings of Alumni were conducted.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

In keeping with the stated vision and mission of the college, the Governing Council makes quality policy discussions and plans according to the requirements of stakeholders with whom the Principal and the Manager interact frequently. The action plans are formulated into institutional strategic plans by instituting suitable committees or entrusting members of staff with the responsibility to implement action plans. As an institution which upholds democratic values and recognizes the worth and merit of all the members,

suggestions of all stakeholders are taken into consideration while implementing various programmes of action plans, and their implementation is monitored by the Principal and the Manager, and evaluated at the meetings of the College Council, heads of Departments and staff. 1. Decentralisation of authority and ensuring participative management is realised on and off the campus through constituting various committees which monitor all functions of the college. All functions are clearly drawn out and divided among the committees with interests and potential of coordinators and members being taken into consideration during the allotment of duties. The leadership of the committee and the members are decided upon after close examination of the potential, work culture and academic background of the staff member. The College has an Operation Manual that lists out the duties and responsibilities of every committee. 2. Action Plans are drafted at the start of every year and regular follow-up are conducted to ensure the execution of the same. The College Council and the Department Heads partner with the Principal in leading the College forward. An Academic Calendar is prepared at the beginning of every academic year under the leadership of IQAC. Student Hand Book with details such as Admission procedure, commencement of academic sessions of various batches, important events, examination schedule, Code of Conduct is made available to all students. The strengths, weaknesses, opportunities and challenges are analyzed through academic audits, administrative audit and feedbacks from various stakeholders. Students have opportunity to provide verbal and written feedback which is analyzed by the class teachers. These are followed by department level meetings where the student feedback and the suggestions by the teachers where the department level priorities are set. The suggestions and priorities from all the department are discussed in detail at the College Council meetings. Both IQAC and College Council gives their input to the College Manager who presents them in the Governing Council. A vision document that chalks out the dream for 2020 called 'Mission 2020' has been drafted by IQAC. IQAC has also designed a framework of so as to align all activities in congruence with the latest framework for assessment and accreditation. Each committee is assigned specific areas pertaining to the seven criteria for NAAC Assessment and Accreditation and all such activities are under the direct supervision of the IQAC. A NAAC working team helps IQAC in co-ordinating all these activities. The decentralised NAAC team work testifies to the institutional ethos of democracy and participative management.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p>The college follows the centralized admission procedure of the University. The performance of the college in recent years is decisive in students opting the college for their studies. The admission procedures are conducted/led by a team of four members of the faculty supported by the administrative staff. All the procedural formalities maintained by the institution in student admission are on par with the university process. Merit/ quality is strictly maintained in admission to Management Quota.</p>

Transparency is maintained throughout the admission processes. The Principal conducts personal meeting with the parents of admitted students.

Industry Interaction / Collaboration

The College has been working diligently towards aligning the academic and extra-curricular activities towards an industry oriented engagement with the objective of achieving high standards of intelligence and employability skills among the students. Industry interaction is also promoted through encouragement of internships during the holidays and vacations, industrial visits, interaction with experts and invited talks.

Human Resource Management

The Management reviews vacancies and makes necessary appointments as per government regulations to select efficient and committed personnel. The teaching staff also attend orientation, refresher and short term courses to upgrade their subject knowledge. The faculty and staff contribute to and lead various committees according to their potential and interests. They are encouraged to participate in various academic forums and engagements through the dissemination of information regarding such opportunities and subsequent support. A student being as a prime human resource, the college strives to develop the resource through variety of activities such as N.S.S., N.C.C., Social Cultural activities. Alumni members are invited to share their knowledge experiences and providing valuable suggestions with the students. Opportunities are given to students to express their ideas through observation of days of significance. Council meetings are carried out monthly for assessing the various programmes conducted and to chalk- out other activities.

Research and Development

Teachers are kept updated about available opportunities for research projects. Ph.D Programmes, Major and Minor Projects, research publications and research guidance are undertaken by teachers. The faculty encourages students to do research oriented projects. In order to improve research aptitude in students, information about various research centres in India are also given to the students. They are

given opportunities to do their projects in various research institutes, thereby helping them to develop an orientation towards research. As a part of this, students visited research centres such as TIES (Tropical Institute of Ecological Sciences), Department of Chemical Sciences, M.G University, IIRBS, IIST Trivandrum and other colleges. Students participated in Summer projects and Field cum lab study programmes. Seminars, conferences and workshops are conducted in college to introduce and pave path to the students in research and advancement in different fields. Teachers are also encouraged to attend seminars and presented papers and publish in journals.

Library, ICT and Physical Infrastructure / Instrumentation

ICT enabled teaching methods is practiced and Internet facilities are upgraded for increased academic purposes. Power point presentation is encouraged to conduct lecturers by faculty. Film versions of novels and dramas prescribed in the syllabus are shown to the students in language classes. Smart rooms are used for showing videos related to the syllabus. Departmental library with many books in the relevant subjects, well- equipped laboratory in science subjects, up gradation of computational facilities of departments, INFLIBNET and introduction of new instruments in the laboratory enabled learning more efficient. All departments are provided with computer, internet, printer and smart classrooms in pg departments. Two furnished seminar halls, an auditorium, an open stage and separate offices for IQAC, NCC, NSS and Women's rest room are also made available in the campus.

Examination and Evaluation

In addition to the University examination, the college conducts a minimum of one internal and model examination for each course. Class tests are regularly conducted and evaluated. The knowledge/understanding level of a students is constantly gauged through surprise tests, open book tests, spot tests and problem solving sessions. Answer books, after evaluation, are returned to each student, explaining mistakes and with suggestions for improvement. Their progress reports helps in communicating



their performance and development to the parents/ guardians. The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings. After the internal exam and valuation, PTA meetings are conducted to assist the teaching - learning process.

Teaching and Learning

The College has been oriented towards Outcome Based Education and offers flexibility in the teaching-learning methods adopted. Curriculum based teaching, giving equal importance to blackboard and ICT enabled teaching is practiced by the faculty of all Departments. The annual academic calendar is designed and disseminated at the start of the year for the smooth functioning of all curricular and extra-curricular events. Students are motivated in the field of study through group discussions, assignments, seminars, debates, symposia, quiz, role plays, study trips, field visits student extension programmes, remedial teaching, state government programmes like WWS, SSP and ASAP and viva-voce. Besides, different projects are given to final year Degree and PG students. IQAC gather feedback on the performance of teachers from students in a structured questionnaire which includes components on innovative teaching practices adopted by the faculty. Teachers are encouraged to attend refresher courses and orientation programmes to improve the quality of teaching.

Curriculum Development

Curriculum is designed and implemented by the University. Faculty members actively participate in the workshops conducted by the University for the revision and restructuring of curriculum for UG and PG syllabus. As the College follows the Syllabus and Curriculum of M.G University, there is little scope of internal curricular designing. Each department has its own academic calendar to follow and complete the syllabus mandatorily. The Choice Based Credit Semester System followed presently in the college facilitates horizontal movement, enabling students to make their choice. This facility enables students to choose the courses of their interest

and for future development. Teachers are also members of PG and UG Board of Studies in M G University and in various autonomous colleges.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The Action Plans, Action Taken Reports and Proposals for the conduct of various programmes, seminars and other academic and co-curricular ventures are collected, digitally maintained, reviewed and regular follow up done by the IQAC. Suggestions and feedback are collected from stake holders. Frequent contact with the stakeholders, consultants and experts is also maintained.</p>
<p>Administration</p>	<p>Principal is the academic and administrative head of the institution. The administrative responsibility is borne in the following order: IQAC Coordinator, IQAC, HODs, Tutors/ Mentors, Teachers, Supporting Staff. Top down and bottom up communications through WhatsApp groups, emails, bulk message posting systems etc. are maintained. Periodic administrative auditing is done and frequent feedback is collected from all the stakeholders.</p>
<p>Finance and Accounts</p>	<p>The institutional finance management is fully transparent. The college depends on online money transfer mechanism for fee collection, remittance to university and state government. The college ensures periodical financial auditing by authorised agencies. The institution prepares financial statements annually.</p>
<p>Student Admission and Support</p>	<p>Admission is purely merit based through University CAP mechanism. Selection is fully transparent and open to all Indian citizens. Admissions to Community and Management quota are fully transparent and merit based. Anomalies if any are rectified through proper mechanisms. The institution is flexible enough in keeping options until admission process is completed. All details regarding the admission process and the students admitted are uploaded in the website or portal. Student profile with photo is available in the department as well as in the college office. We make use of selected modules of Total Campus Solution (TCS)</p>



a Web Enabled Educational ERP Solution for colleges. We have implemented modules for Institution - General Information, Student Information and Academic Administration. The Student Module has the facilities for Course and Course allotments, Marking Student attendance and generating various reports.

**Examination**

All the steps followed by the institution in the examination process are lucid. Submission of application, fee remittance, collection of hall tickets, generation of question papers, submission of attendance and internal marks to the University are done through the examination portal are paper free. The institution follows a three tier mechanism for grievance redressal mechanism in internal examination process. Results are published online and data of results are collected and processed for feedback and further action.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

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

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

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	5	2	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Deposits and loan facilities through Staff Cooperative Society, Wi Fi connectivity, Encouragement for Faculty enhancement programs	Deposits and loan facilities through Staff Cooperative Society , Preference to the children of non-teaching staff for admission to various courses	Ramp for physically disabled students, Scribes for University examination for eligible students, Financial support to economically backward students

6.4 – Financial Management and Resource Mobilization

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

The College conducts systematic internal and external audits to supervise the flow of funds and ensure efficient management of financial resources. The internal audit mechanism is two pronged with the Management conducting once and a Chartered Accounting firm being entrusted one. External audit is carried out according to the stipulations of the Government and other governing bodies. The DD's Office and the CAG's Office audit the accounts regularly. All audits are conducted at the end of the financial year. The audit of the year 2018-19 by the Deputy DCE, Kottayam was conducted on 30/04/2019 and no audit objections were found. All the funds of the Institution are received and disbursed/ spent through Public Financial Management System (PFMS) of the Ministry of Finance.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

500000
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6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	IQAC
Administrative	Nil	Nil	Yes	Principal

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

1. PTA has contributed an amount of Rs 518000/- for infrastructure maintenance and sundry expenses 2. An amount of Rs 181000/- has been provided for various departmental academic activities. 3. Issues like students' abuse of mobile phone, and College Union election in parliamentary mode were discussed in the

meetings and the PTA extended its support to all the relevant decisions taken by the College authorities in these matters.

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

1. Training Programme for PFMSDBT and EAT Module. 2. Training to acquaint the staff with GAINPF, Government of Kerala. 3. Computer training for the supporting staff. 4. Financial support through Staff Co-operative society.

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

1. Construction of College Auditorium with the financial support of College Alumni. 2. Implemented Total Campus Solution (TCS) a Web Enabled Educational ERP Solution for colleges 3. Participated in NIRF ranking

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
JWALA	04/02/2019	04/02/2019	75	Nil
Orientation Programme for Women Students	21/02/2019	21/02/2019	150	Nil

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

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

The campus is plastic free. Plastic items, especially banners are prohibited in the campus. The college insists the students on bringing steel tiffin boxes to avoid the heaping up of plastic waste. Our NSS unit undertake ecofriendly ventures for promoting cloth bags, paper bags and paper pens. Stake holders are instructed to replace plastic carry bags with cloth bags. By promoting these bags outside the institution affirms its social accountability. The students are encouraged to take the institutional values of eco consciousness to their larger living environment. The college has established rain water harvesting facilities for a total capacity of 4,00,000 litres. The power requirement is partially met through the solar power plant installed in the College which generates 20 KW energy. The energy requirement of Hostel kitchen is partially met with facilities like solar water heating system and bio-gas plant which are renewable energy sources. The college has been consistently trying to turn the

campus into a paper free one. Maximum communication to departments and students is made using public system. An exclusive herbarium is maintained under the care of the Department of Botany. Many of our students are active members of Bhoomitra Sena, an idea conceived by Directorate of Environment Climate Change under Department of Environment and Climate Change. Promotion of organic farming through a model organic farm developed by the college NSS students.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Scribes for examination	Yes	5

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for Students	01/06/2018	The code of conduct is published in the handbook so as to ensure its effective circulation. The principal and class tutors hold sessions with students to disseminate its content during the orientation programme conducted in the beginning of the academic year for newly admitted students. Whenever a disciplinary action is initiated the relevant numbers of the code are consulted and cited. The Discipline Committee of the college is entrusted with the task of updating the code which is done at the beginning of every academic year. Students are encouraged to read the rules and regulations applicable to all categories of stakeholders.
Code of conduct for	01/06/2018	The code of conduct is

<p>Teachers</p>		<p>published in the handbook to ensure its effective circulation among the teachers. After the appointment of the teachers, a session is exclusively dedicated to familiarize them with the code. Whenever a disciplinary action is initiated the relevant numbers of the code are consulted and cited. The Discipline Committee of the college is entrusted with the task of updating the code which is done at the beginning of every academic year. Teachers are encouraged to read the codes applicable to other categories of stakeholders.</p>
<p>Code of Conduct for Administrative Staff</p>	<p>01/06/2018</p>	<p>The code of conduct is published in the handbook to ensure its effective circulation among the administrative staff. A printed copy of the code is displayed at a prominent place in the office. Whenever a disciplinary action is initiated the relevant numbers of the code are consulted and cited. The Discipline Committee of the college is entrusted with the task of updating the code which is done at the beginning of every academic year. Administrative staff are encouraged to read the codes applicable to other categories of stakeholders.</p>
<p>Code of Conduct for Principal</p>	<p>01/06/2018</p>	<p>The administrative control of the whole campus rests with the principal and as such he/she is answerable to all the stakeholders. It is the responsibility of the principal to ensure that everybody adheres to their respective codes.</p>

The governing body makes sure that the principal receives expert advice in financial and legal matters. Whenever possible the principal acts on the advice of the college council.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Our offices, IT Systems, Computer Labs, and all computers in various departments utilize reliable electrical power from our solar plants with energy storage.
We use many ways to reduce the energy consumption including campus wide use of energy efficient LED lamps.
We conserve water with rainwater harvesting. Water collected from the roofs of our buildings are stored in purpose-built rainwater storage tanks. Currently we have capacity to store over 4 lakh litres of water.
The college hostel manages its bio waste through ecofriendly methods like bio-gas plant which is used as a renewable energy source in its kitchen
Solar water heating system is installed in Hostels.
The college has installed an incinerator with adequate capacity to handle the solid waste generated by the institution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice - I Title of the Practice: Holistic Approach Goal • To impart value based education • To inculcate love for our culture and traditions • To nurture the talents of student community • To foster social awareness • To counsel students • To become aware of the modern techniques in agriculture • To support brilliant as well as needy students in their academic endeavour. The Context The vision of our college is to impart integral education of the highest standard, sound learning, build up character and instil the highest moral and spiritual values, uphold social justice and to share with others the fullness of life which God offers. The college is in a pursuit to fulfil this vision by introducing a holistic change and is also aware of the need for imparting the culture and values of our motherland to the new generation. It is located in a rural area, and most of our students are from a rural background. Also 70 percent of our students come from economically backward families. Some of them are found to be from separated families. They need financial assistance even for food and bus fare. Under these circumstances the management, alumni, well-wishers and teachers are seriously concerned about the upliftment of such students. The Practice PARINAM is a residential motivational camp for 30 selected students from various departments. It help the participants to meet himself/herself. This residential camp take the student to the different side of life. Here the participant get the complete atmosphere of positivity, motivation, inspiration, strength, confidence and purity. The objectives of PARINAM are three-fold, to improve students performance in the examination, to instil confidence and to provide them with invaluable tips on life. PARINAM



provides rich education, personality development, and thoughts enrichment programs. It turns all the negativity into positivity by working as a transformer. Camp provides an opportunity to get inspired by the motivational talks of international orators. It empowers students' capabilities. This residential camp changes the participants' perception towards life. It's the most awaited program in the institution by the First Year Students. Importance is also given for improving the academic quality of students. Centralised internal examinations and assessment are conducted in the college to ensure the quality of the continuous evaluation process. Financial support for needy students and Merit Scholarships are provided with the help of Alumnus and other stake holders. The college also honours the best outgoing as well as the best performing ongoing students every year. Under the guidance of designated teaching staff, moral classes are conducted in the chapel every day in the morning from 9:30 am to 9:45 am and during the lunch interval from 1:20 pm to 1:45 pm. During these sessions, students are provided with inspiring classes mainly highlighting the principles of holy life, obedience to the rules and regulations of the country and loving one's neighbour. Occasionally, trained counsellors from spiritual organizations and persons who have distinct social experiences are invited to interact with students. Practice sessions from various events during Christmas Celebrations are provided to interested students. A 400m<sup>2</sup> Poly-house farming project, the first of its kind in an educational institution in the state, was launched in the college in 2012 to create awareness among the public and students about precision farming. Students and teachers of the Life Science Departments as well as interested students, teachers and local people are allowed to study the system. We cultivate salad cucumber, capsicum, tomato, bringal, cabbage, beans and cauliflower. Vegetable seeds are distributed among students and teachers in order to motivate them to achieve self-sufficiency in vegetable production. We have a mechanized farm with drip irrigation facility. Since the last year, the Management has decided to give training to interested students to handle mini-tractor, tipper-trailer, weed cutters and the tools in the workshop for mechanized farm. We have sold the vegetables harvested from both the farms through the College Co-operative Store and also directly to the Mallappally vegetable market. Evidence of Success No incident of violence among students has been reported, and there has been no incident of suspending classes due to violence for the past four years. Students of all sections show their respect towards the code of conduct of the institution. Students obey the rules and regulation of the college and they do not make any damage in the campus. The feedback from students and parents and improved performance of students in university examinations are the main evidence of success for various measures implemented for improving academic quality. Problems Encountered and Resources Required Poor accessibility and lack of conveyance in odd times make the early arrival and late departure of the student difficult. Even though the semester system is academically beneficial, the number of working days obtained is less. As the students are coming from poor academic status, teachers are forced to take special classes in the morning and on Saturdays for completing portions. During monsoon season, it is not possible to conduct field related activities in open air. Best Practice - II Title of the Practice: Rev. Dr. T. C. George Puraskaram Goal The education of rural population has been a national problem ever since independence. One of the most astounding challenges that rural educational institutions confront is the educational backwardness of the youngsters of an economically and socially marginalised rural population. Rural people are mostly farmers and labourers who are not able to afford that much for the higher education of their youth in urban institutions. 'Rev. Dr. T. C. George Puraskaram' is an award instituted by the Bishop Abraham Memorial Trust Association with a view to promote the vision and mission of the college by perpetuating the memory of Rev. Dr. T. C. George, the Founder President and Manager of the college, and by accolading any individual attempt for the cause

of education in the rural area. The Context Born as the son of K. G. Chacko and Achyeyamma at Eraviperoor on 07-03-1916, Rev. Dr. T. C. George had his education in Theology at Serampore College and was ordained as deacon by his uncle Abraham Marthoma Metropolitan in 1944. He was one of the founding fathers of St. Thomas Evangelical Church of India. Having served as the General Secretary of Marthoma Voluntary Evangelical Association, the Principal of Abraham Marthoma Memorial Bible Institute and as a teacher in a Bible college, Rev. Dr. T. C. George, a priest of spiritual wisdom, vision and compassion, entered into a mission of founding a higher education institution in a remote village called Thuruthicad in 1965. He founded the college in the name of his uncle with a vision to empower the rural youth through value-based integral education. He served and guided the college as a centre for higher learning until his death in 1999. It was in this context that the management of the college decided to institute an award in the name of the great visionary in 2006. The Practice The award is given to any educationalist, founder of educational institution or teacher working in Kerala for his contributions in the rural area. Priority is given to those who promote or impart value-based education, and merit is also given to additional qualifications and contributions. The recipient is bestowed with a certificate of merit, memento and a cash prize of Rs.25000. Entries are invited through newspapers, and they are carefully examined and evaluated by an Award Committee. It is on the Founder's Day that the presentation of the award begins with a prayer song and presidential address followed by an eloquent discourse by a chief guest as a part of 'Rev. Dr. T. C. George Lecture Series', presentation ceremony, felicitations, distribution of various endowments to students, reply of the recipient, vote of thanks and a concluding prayer. Evidence of Success There has been a considerable increase in the number of entries since the award was instituted in 2006. The institution has been able to invite entries, select the deserving applicants and bestow them with the award consisting of certificate of merit, memento and cash prize. The practice has proved to be a source of inspiration for those who are earnestly working for the cause of rural education in a state where there are only a few opportunities for being awarded for one's admirable service to the cause of rural education. It also brings the vision of the college and problem of rural education to the attention of the public and various stakeholders. The award giving ceremony is also a source of inspiration to our students and faculty for indulging themselves in more socially relevant activities. Problems Encountered When the applicants that can satisfy the requirements of the award increase in number, the Award Committee is at bay to find out the deserving applicants. Sometimes it so happens that no applicant is found to satisfy the criteria of selection, though there are too many entries. For the same reason the institution was not able to present the award on three occasions.

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

<https://bamcollege.ac.in/igac/>

### 7.3 – Institutional Distinctiveness

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

Bishop Abraham Memorial College started its dedicated service to the cause of higher education on 28th June 1965. The college is named after Bishop Abraham Mar Thoma Metropolitan, the saintly soul who dedicated his life for spreading the values of the Kingdom of God. For him, life was to wear out than to rust out. The institution upholds these ideas and conveys to the student community that devotion to truth and disciplined behaviour are the prime requirements for a successful life. The college has the motto "The truth shall make you free"



and aims to impart world-class education of the highest standard, sound learning, to build up character and instill the highest moral and spiritual values, uphold social justice and to share with others the fullness of life. Through various curricular and extra-curricular Programmes, we help to grow and mature our students to become well educated, learned, self-confident, knowledgeable, capable, responsible, reliable, employable, morally upright, and caring young adults to become successful in life to serve the community and the country. The college is situated far from the maddening crowd of towns and cities, still unpolluted with the infiltration of the vile and vicious influences and is perched upon a lovely hill. In the near distance twists and flows river Manimala, a silver stream in an abundant sea of undulating green. The peaceful and rural atmosphere has been a stage setter for the unique formation that the college stands for. We have been insisting on the integral development of the person through education. While giving a free rein of thought, we make the students understand eternal truths which are far beyond the flights and falls of intellect. The college is in a pursuit to fulfil this vision by ensuring holistic development of students and is also aware of the need for imparting the culture and values of our motherland to the new generation. Adequate academic support is provided for the average and below average students through special classes and programmes like Scholar Support Programme (SSP), Remedial Coaching and Bridge courses. Needy students, meritorious students and gifted students encouraged through invited talks, programmes such as 'Walk With a Scholar' (WWS). Regular and periodic guidance and counselling are provided through Counselling Cell, Career Guidance and Counselling Cell and chapel service. College library is partially automated and well equipped with a collection of 24567 text books, 665 reference books and 25 journals and periodicals. INFLIBNET facility with large number of e-journals and e-books is open for students and teachers Regular sports training is given to selected students of the college and also to students from nearby schools. During the years of service, the college has opened and continue to open new vistas of knowledge in our efforts to empower the rural youth through education.

Provide the weblink of the institution

<https://bamcollege.ac.in/>

### **8.Future Plans of Actions for Next Academic Year**

1. To initiate the process to commence research centre in the Departments of Chemistry.
2. To organize seminars and workshops for boosting the academic outlook of faculty and students in various aspects of arts and science.
3. To encourage and train Faculty to adopt ICT enabled innovative teaching and evaluation methods and for e- content development.
4. To augment facilities for the development of e contents.
5. To employ career guidance and placement measures for final year students.
6. To execute various gender sensitization and social awareness programs.
7. Conduct environmental audit as a regular practice and implementation of green protocol.
8. To observe various days to promote institutional values and social responsibility among students.
9. To conduct Orientation and Value education Programmes.
10. To encourage deserving students and take steps to make them avail themselves of the different scholarships by various agencies.
11. To conduct programmes to promote self-reliance in students.
12. To set up a cloud based system for IQAC for the documentation of institutional activities.
13. To augment infrastructural facilities for accommodating contemporary curricular needs.
14. To encourage the faculty to register for Ph. D and to pursue research.