YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	BISHOP ABRAHAM MEMORIAL COLLEGE, THURUTHICAD
• Name of the Head of the institution	Dr. Biju T. George
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04692682241
• Mobile no	8078067820
• Registered e-mail	iqac@bamcollege.ac.in
• Alternate e-mail	office@bamcollege.ac.in
• Address	Bishop Abraham Memorial College, Thuruthicad
• City/Town	Pathanamthitta
• State/UT	Kerala
• Pin Code	689597
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	`Grants-in aid`	
• Name of the Affiliating University	`Mahatma Gandhi University, Kottayam, Kerala`	
• Name of the IQAC Coordinator	`Dr. Rani R. Nair`	
• Phone No.	`+919496551532`	
• Alternate phone No.	`04692682820`	
• Mobile	`+919496551532`	
• IQAC e-mail address	`iqac@bamcollege.ac.in`	
• Alternate Email address	`drrani2001@gmail.com`	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://bamcollege.ac.in/wp-content/uploads/2021/08/AQAR2019-20f.pdf	
4.Whether Academic Calendar prepared during the year?	`Yes`	
• if yes, whether it is uploaded in the Institutional website Web link:	https://bamcollege.ac.in/wp-content/uploads/2021/08/AC2020-21.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
`Cycle 1`	`B`	`2.33`	`2009`	`29/01/2009`	`28/01/2014`
`Cycle 2`	`B`	`2.55`	`2015`	`14/09/2015`	`13/09/2020`

6.Date of Establishment of IQAC	`11/08/2009`

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
B A M College, Thuruthicad	RUSA 2.0	SPD, Kerala	2020 365 days	6500000
B A M College, Thuruthicad	PD Account	State Govt.	2020 365 days	863456

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	5
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

Induction Sessions and orientation sessions for students and parents on various aspects of academic life through online mode was conducted.

Conducted a national level two-week online Faculty Development Programme (FDP) in collaboration with GAD-TLC of MHRD. Also conducted other training programmes for teaching and administrative staff.

Setting up of MS-Teams based online teaching system and MOODLE

platform for college, Office365 subscriptions were provided to all students and staff.

Renovation of departments, classrooms, laboratories and Toilet blocks, Ladies Rest Room, Herbarium and Common Instrumentation Centre were planned. We have successfully completed all project through continuous monitoring of the implementation processes.

Participated in AISHE and NIRF. IQAC offered advisory and assistive support for all the activities in College in fulfilment of its commitment to academic enrichment and community progress.

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
Induction Sessions and orientation sessions for students and parents on various aspects of academic life on orientation day through online mode	Conducted Induction Sessions and orientation sessions for students and parents on various aspects of academic life on orientation day through online mode
Faculty Development Programme (FDP)	Conducted a national level two week online Faculty Development Programme (FDP) in collaboration with GAD-TLC of MHRD. Also conducted training programmes for teaching and administrative staff.
Online Teaching Platform	Setting up of MS-Teams based online teaching and provided Office365 subscriptions to all students and staff, MOODLE platform for college was setup.
Infrastructure Renovation	Renovation of departments, classrooms, laboratories and Toilet blocks, Construction of girls amenities centre and Common Instrumentation Centre
Introduction of new certificate courses and training courses	Nine certificate courses, one add-on course and six capability enhancement courses are offered
Completion of Student Satisfaction Survey on institutional overall performance	Survey for year 2020 was conducted and appropriate actions were taken based on the analysis report.

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

- Name of the statutory body

Name	Date of meeting(s)
College Council	15/12/2021

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	29/06/2020

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	327

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	909

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	63

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	333

File Description	Documents
Data Template	[View File]

3.Academic

3.1	51

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**51**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**35**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**141.0692382**
4.3 Total number of computers on campus for academic purposes	**81**

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

Bishop Abraham Memorial College, Thuruticad is affiliated to Mahatma Gandhi University, Kottayam, Kerala and thus the curricular aspects of the college are governed by the university statutes and regulations. The college has various well-structured processes for the effective implementation and delivery of the curriculum. Academic plan for the year is prepared jointly by Academic committee and 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 plans considering the Academic Calendar which helps in completing all the academic and co-curricular activities well on time. Both UG and PG programmes follow

the Choice Based Credit System (CBCS). The details of various programmes, courses, programme outcomes, programme specific outcomes, course outcomes, syllabus and details of internal assessment are made available in the College Website. Faculty members use ICT enabled teaching methods for the effective delivery of the curriculum. Remedial classes are arranged for slow learners. Industrial visits and field visits are arranged to students whom they are relevant. Further, a Question Bank containing model question papers and old university question papers are made available in the college departments and College library. Two internal test papers (one by the department and the second by the internal examination committee of the college in centralized mode) and assignments are conducted as part of continuous evaluation. Marks obtained in the internal assessment is consolidated and published on department notice boards at the end of each semester. Students are motivated to use e-resources like N-list and e-books available in the main library. 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 serveas 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. Due to Covid-19 pandemic during this academic year, classes were conducted in anonline platform owned by the institution, Microsoft Teams. The classes and internal assessments were conducted through online mode.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[https://bamcollege.ac.in/wp-content/uploads/2021/08/AC2020-21.pdf]()

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

Bishop Abraham Memorial College gives priority to prepare an academic calendar in keeping with the University's Academic Calendar. Academic plan for the year is prepared jointly by Academic committee and IQAC in the beginning of the academic year and is published as Academic Calendar for the year after getting approval from College Council. Faculty members prepare all their plans as per the Academic Calendar. The details of various programmes, courses, programme outcomes, programme specific outcomes, course outcomes, syllabus, and details of assessment process for all the programmes are made available in the College Website. Two internal test papers (one by the department and the second by the internal examination committee of the college in centralized mode) and assignments are conducted in a semester as part of continuous evaluation. Marks obtained in the internal assessment is consolidated and published on department notice boards at the end of each semester. A teacher is assignedin charge of co-ordinating the internal examination activities. Athree tier Grievance Redressal System is operational in the college exclusively for Internal Assessment. The College Council conducts regular review meetings and make sure that the Academic Calendar is adhered.

File Description	Documents
Upload relevant supporting document	[View File]
Link for Additional information	https://bamcollege.ac.in/assessment/

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

13

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

10

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

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

245

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

1.3 - Curriculum Enrichment

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

As per the new UGC regulation, Environment Studies and Human Rights has been incorporated into the fifth semester UG syllabus. For both UG and PG programmes there are exclusive courses offered across various semesters sensitizing students in areas like Gender Studies, Renewable Energy, Econometrics, Nationalism and Civic Sense, Human Rights, Environmental Impact Assessment, Ethical Agriculture, Food Technology, Business Etiquette, Analytical Chemistry etc. Many courses offered in various Programmes have incorporated the cross cutting issues relevant to gender, environment etc. into the curriculum. The programmes are structured in such a way that students acquire the basic concepts of the cross cutting issues.

The college is affiliated to Mahatma Gandhi University, Kottayam and we follows the syllabus and curriculum given by the university. The collegecannot add additional topics to the syllabus. But various programmes related to crosscutting issues areincluding in regular activities of various clubs and associations in the college. The NCC and NSS units of the college engage in social awareness, cultural programmes, Legal Awareness Programme and awareness on Drug Abuse. Different functional cells and clubs of the college engage in various schemes and programmes related to these cross-cutting issues. The women cell of the college provides training to girl students. The institution gives equal opportunities to students irrespective of the gender in department activities, student union elections and various cell / club activities. Energy conservation club, Nature club, Bhoomithrasena are active in the campus. Green protocol is strictly abided by the institution. The Institution also offers Moral and Value Education to all the students through classes and training programmes. Various career guidance programmes are organized to inculcate professional ethics in students.

The college has adopted various effective waste management, energy nd water conservation practices which demonstrate their importance to studens. Proper waste collection and disposal system and

landscaped ofcampus are implemented to control water drainage and soil erosion. The college has been successfully maintaining a Rain Harvesting system and has installed Solar Plants.

File Description	Documents
Any additional information	View File
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

17

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

352

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

`C. Any 2 of the above`

File Description	Documents
URL for stakeholder feedback report	https://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

`A. Feedback collected, analyzed and action taken and feedback available on website`

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.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

`320`

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

89

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

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. To identify slow and advanced learners, departments conduct an entry level test and a personal interview for the newly admitted students and assess their learning levels by considering three parameters viz. marks of qualifying examinations, marks in the entry level test and the performance in the interview.

Certificate Courses: Certain departments conduct interdisciplinary and socially oriented certificate programmes of varying duration for different batches during off hours.

Bridge Courses: Bridge courses are conducted by departments before the commencement of under graduate and post graduate programmes.

Mentoring: Each member of the faculty is assigned mentorship of a fixed number of students from each class (UG and PG) to attend their emotional well-being. The mentor acts as a guide, coach and role model for the mentee. They motivate the students to participate in co-curricular and extra-curricular activities.

Counselling: Besides maintaining a regular mentor-mentee interaction, the college offers the service of a professional counsellor if required.

Special Classes/ Remedial Classes: Special classes or Remedial classes are engaged on Saturdays and on some holidays in addition to those taught during off hours on working days. Remedial classes target students who are weak in studies. Special attention to sports

students and who lose classes due to medical reasons. Study materials pertaining to the days absent are provided to both sports students and medical absentees, special classes on request are taken and peer assistance is provided.

Peer Teaching: Peer teaching is promoted at undergraduate and post graduate levels. Topics related to subjects on the curriculum and those relevant to human values, eco-awareness, national integration etc. are assigned to perceptive students for peer teaching.

Assignments and Seminars: Assignments and seminars are done in each semester to train students in presentation skills and to strengthen their research aptitude. Assignments are valued promptly and corrections or improvements are suggested.

Financial Assistance: the college offers financial assistance and free books for deserving students. Hostel facility is provided in the campus on a no-profit basis.

Aptitude and Placement Training: Intensive training sessions are organized for students to hone their skills by the career guidance cell and entrepreneur development club.

Library: Students are encouraged to make maximum utilization of facilities available at the library, especially reference amenities. Advanced and relevant books are suggested by the faculty according to their area of expertise.

Recognising Student Achievers: Every academic year a grant Merit Day celebration in association with the Founder's Day is organized to commend students who win laurels in university examinations, sports events, youth festivals etc., merit events are organized at department and college levels.

Support for Differently-abled:College provides required academic support for differently abled students. Scribe support is provided as per University rules for eligible students for attending examinations. Ramp facility is also provided for accessing 50% of the buildings.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/campus-life/
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
909	51

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

The institution has made changes in the learning environment based on the changes made by the university. Since the implementation of Outcome Based Education, Bishop Abraham Memorial College adopted more student centric learning methods in addition to the class room teaching. The college provides infrastructural and technological support to the departments for the effective implementation of student centric learning methodologies. Student presentations are part of the learning process. ICT aided assignments and seminar presentations have become a common feature of all the departments. Field trips and industrial visits are conducted to complement classroom learning which provide first hand experiences. Students are encouraged to participate in college as well as inter-collegiate quiz competitions and programmes for enhancing their experience. Under graduate students undertake group projects and post graduate students undertake individual projects under the guidance of faculty members of department. Peer teaching and group discussions are also encouraged.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://bamcollege.ac.in/ict-campus/

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

The Information and Communication Technology- based learning has greater importance in the current situation.Microsoft Campus License paid for by the management enables the college to provide Faculty, Staff & Students e-mail on the college domain and Microsoft (Office)

365 application free of cost to the faculty and students and setup virtual classrooms using Microsoft Teams. Onlinel tools like Google Classrooms, Zoom, etc.are also used by faculty members for lectures, discussions and examinations. Online tools for assessments like Kahoot, Quizizz, etc. are also used. IQAC has organized three training programmes during the academic year 2020-21 for improving online teaching of faculty members.

Seminar hall, post graduate classrooms etc. are equipped with ICT tools. Invited talks, national and international conferences and webinars are conducted using ICTtools. College Library has books, e-journals and online books which in turn assist the productivity of the academics to a great extent.The Academic communitycan access e-books, theses database, journal, database, e-journals and other e-resources from any terminal.

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

50

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

2.4 - Teacher Profile and Quality

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

51

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

490

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

2.5 - Evaluation Process and Reforms

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

Bishop Abraham Memorial College strictly adheres with the internal assessment system mandated by the Mahatma Gandhi University. The

main components of internal assessment are Attendance, Assignments, Seminars, and Internal Examinations. The information on internal assessment for various programmes are conveyed to students through Hand Book, College website and orientation programmes organised for first year students.

Syllabus and Schedule: Each department prepares a teaching plan at the beginning of every semester in accordance with the Academic Calendar approved by College Council. This helps to complete all academic activities well in advance to the internal examination and end semester examinations. The tentative dates of test papers are planned well in advance by the Internal Examination Committee and College Council. The time table is displayed on the notice boards.

Attendance Report: 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 respective class teachers.

Assignments: Assignments are given after the completion of each module which help the teacher to ensure the consistency of the students and quality of the continuous evaluation process. Resubmission of assignments is made necessary if certain students fail to meet the assessment criteria.

Seminars: Seminar or presentation as part of continuous evaluation are held under the guidance of the teacher. Students of 5th and 6th semesters of under graduate programmes and all semesters of post graduate programmes are asked to deliver seminars on topics assigned to them, the schedule of which is prepared in advance. The seminar presentation is evaluated on the basis of the nature of presentation and language competence. Students who need improvement are given a second chance to present their seminar.

Projects: Topics for the Projects may be given to the students in advance and time limit is given. Students are directed to submit Projects duly checked and corrected by the teachers concerned.

Internal Examination: An internal examination is conducted by the department. A second internal examination is conducted in centralized manner well in advance to the University examination. The timely evaluation of answer scripts are ensured to maintain a consistent academic track of the students. Retest examinations are conducted for students who have not attended the internal examination on genuine grounds.

Grievance Redressal and Feedback System: The institution has a three-tier transparent mechanism to address student grievances. In Student Feedback form question regarding conduct of continuous evaluation is included and necessary steps are taken to refine the continuous evaluation system according to the feedback from students. The departments conduct parents' meeting every semester for discussing the student performance.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://bamcollege.ac.in/assessment/

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

The college has a three-tier transparent mechanism is in place to address student grievances related to internal evaluation. The college also has an Internal Examination Committee appointed by the Principal for timely conduct and monitoring of the internal examination process. The internal marks obtained by students are uploaded to university portal only after resolving all the grievances. An Internal Examination Co-ordinator verifies all the uploaded marks before forwarding the same to University.

To ensure transparency, the details of internal assessment is expained in Student Handbook and is also displayed on college website. The College adheres to anacademic calendar preparedwell in advance.In case of grievances, students can approach the teacher concerned. Those students who prefer to lodge their grievance through online mode can usethelink provided in college website.

The exam timetable is prepared by the Internal Examination Committee in consultation with all Departments and is displayed on the notice boards. The timely conduct of internal examinations are ensured by the internal examination committee. Students who fail to attend the internal assessments are given a second chance for completing their assessment. After completing the internal assessments Teacher-in-charge of a course consolidates the scores of students and the same is tabulated in Internal Marks Form (Form A) provided by the University. Form A is published on the notice board of thedepartment concerned. Students can approach Teacher-in-charges with their grievances, if any and the issue is handled by the teacher-in-charge concerned at this level.

In the second level, all 'Form A' sheets are collected by the Class Teacher and is then consolidated to Form B which is again displayed on Department Notice Boards. Students can approach their class teachers and HoDs if they still have any grievance regarding their internal assessment. if the grievance couldnot be redressed at these two levels it is reported to thePrincipal. When anunresolved grievance reaches the Principal, minor cases are resolvedby the Principal and in severe cases Principal forwards it to College's Grievance Redressal Cell.

File Description	Documents
Any additional information	[View File](View_File)
Link for additional information	https://bamcollege.ac.in/students-grievance-redressal-portal/

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.

Course Outcomes, Programme Outcomes and Programmes Specific Outcomes and are the basic requirements for implementing OBE. Assessing the knowledge and skills acquired by the students of a specific course/ programme is key to successful implementation of OBE. MG University has various faculties and Board of Studies for each programme which are responsible for periodically revising the set of COs, POs and PSOs. All these information are communicated to the stakeholders through different media like website, prospectus/handbook, public display of notice boards and social media. MG University maintains a website which provides COs, POs and PSOs of every course /programme offered. They are framed by Board of Studies in consultation with experts and discussed in workshops. The College website also provides COs, POs and PSOs of every course/programme offered by the college. Orientation programme and Bridge Course are conducted in the beginning of an academic year. Mentors ensure that each student has a fair idea about the syllabus, COs, POs and PSOs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bamcollege.ac.in/programmes/
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.

Bishop Abraham Memorial College has a well-planned mechanism to evaluate the attainment of course outcomes and Programme outcomes. Departments use various assessment tools like tutorials, assignments, project works, seminars/ presentations, department-wise internal examinations, etc for evaluating attainment of Course Outcomes.

Assignments: Assignments are conducted after the completion of certainmodules which help the teacher to ensure the attainment of course outcomes. After adequate discussions on assignment topics, students are asked to submit the same. Resubmission of assignments is made necessary if certain students fail to meet the assessment criteria.

Seminars: Seminar or presentation as part of continuous evaluation are held under the guidance of the teacher. The seminar presentation is evaluated on the basis of the nature of presentation and language competence. Students who need improvement are given a second chance to present their seminar.

Internal Assessment: An internal examination is conducted by the department. A second internal examination and a model examination are conducted in centralized manner and are conducted well in advance to the University examination. The question papers for internal examination are prepared such that it can be used to assess the attainment of Course Outcomes. 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 effective feedback. Retests are conducted for students who have not attained a preferred level in the internal examination.

Viva-Voce: It is an integral part of student evaluation where theobjective analysis andevaluation attainment of programme outcomes are done. The language and communication skills of students are also

tested.

Feedback system: Feedbacks are collected from students and the College intermittently evaluates feedbacks from students and necessary steps are taken by the principal to rectify the drawbacks pointed out by the respondents.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	[https://bamcollege.ac.in/assessment/]()

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

137

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File]()
Upload any additional information	[View File]()
Paste link for the annual report	[https://bamcollege.ac.in/wp-content/uploads/2022/03/PrincipalsReport2020-21.pdf]()

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://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.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

6

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

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

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

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	https://bamcollege.ac.in/projects/

3.2 - Innovation Ecosystem

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

An Entrepreneurship Development Club (ED Club) is setup in the college under the scheme of Department of Industries & Commerce, Government of Kerala. The Entrepreneurship Development Club of Bishop Abraham Memorial College, Thuruthicad was registered with District Industries Centre, Pathanamthittain 2015 (Register No. EDC/PTA/31/2015 Dated 17.11.2015). ED Club organises various programmeswith the objective to inculcate entrepreneurship qualities, to sensitise industrial scenario of the state, to nurture theentrepreneurial talent, to develop awareness among its members of the attitudes, values, and skills of successful entrepreneurs around the globe etc. College has also taken measures to implement National Innovation and Start-up Policy. A senior faculty member Dr. Jessyamma Kurian was nominated by the principal to coordinatethe implementation of NISP. IQAC also encourages Departments to take initiative for creation and sharing of knowledge by organising workshops seminars, etc. The institution has strengthened its ICT infrastructure for enabling it to conduct online programmes in current situation of COVID.

Programmes Organised for Promoting Innovation and Initiatives for Creation and Transfer of Knowledge during the academic year:

- A National Level Workshop on Virtual Lab was organised by Department of Physics on 06/11/2020.
- Two-Week National Online Faculty Development Programme on 'Innovative Practices for Academic Excellence' from 18th to 30th January 2021. The programme was organised in association with Guru Angad Dev Teaching – Learning Centre of MHRD.
- Two-day webinar conducted by District Industries Centre, Pathanamthitta in Zoom Platform on 15 & 1-6 February 2021 at 7.00 PM to 9.30 PM
- A talk on "An Induction to Entrepreneurship Development Program" by Dr. Aneeshkumar G.S (Coordinator, ED Club) on 12th March 2021.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://bamcollege.ac.in/activities/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship during the year

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

6

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	https://bamcollege.ac.in/research-guides/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

21

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

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

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

17

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

3.4 - Extension Activities

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

Bishop Abraham Memorial College encourages all students to participate in the extension activities organised by various clubs, cells and organizations like NCC and NSS which help to develop a social commitment towards social and economic issues and create a mind-set in students to extend helping hands to the needy. In the academic year 2020-21, extension activities focused on Community interventions in COVID 19 situation, creating awareness on organic farming and awareness drive about the importance of election process as part of Systematic Voters' Education and Electoral Participation (SVEEP), a flagship program of the Election Commission of India for voter education, spreading voter awareness and promoting voter literacy in India.

Various Programmes Organised During 2020-21

Cleanliness Drive: NCC volunteers participated in a cleaning programme at the Amar Jawan Jyothy, Mallappally. Students of NSS participated in a cleaning programme in association with Anchappam, aconcept visualised by Fr. Bobby, Anjappam (which translates to five loaves of bread) is a a social collective effort that aims to mitigate social injustice by offering the marginalised sections with economic access to food.

Organic Farming: A Workshop on Organic Farming and Fertilizer Making, led by Mr. Mathew Abraham (Assistant Director, Agriculture-Marketing, Pathanamthitta) was arranged for the students and members of Kudumbasrees from Ward 4&5 of Kallooppara Panchayath and members

from the local society to propagate organic farming and organic fertilizer making.

Susthira Grama Vikasanam: It is a joint social service venture of B.A.M. NSS Unit, the Post Graduate & Research Department of Commerce,Kalooppara Gramapanchayat and Kudumbasree.

SVEEP programme: National Service Scheme of the College also played a part in enriching the SVEEP programme of Election Commission of India (Systematic Voter's Education and Electoral Participation) prior to the Assembly Election 2021. An Electoral Roll Enrolment Programme was organised on 04th March 2021 to help new voters enrol their names. The volunteers also presented a Flash Mob in the campus to propagate the importance of electoral participation.

·COVID Detection Camp (Antigen Test): B A M College in association with Community Health Centre, Kalooppara with the support of Government of Kerala conducted a Camp for COVID 19 Antigen Test on 8th January 2021. The Camp was conducted after giving prior notice in newspapers so as to enable the public in the neighbourhood to participate in the same. 95 participants including the entire staff of the college and the public did their Antigen test. The Camp scheduled from 10.00 am till 12.00 noon witnessed the admirable service rendered by the experts from the Health Centre.

Volunteers of NCC and NSS had rendered their service at Public Health Centres during theCOVID pandemic.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/activities/
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

13

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

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

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

651

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

3.5 - Collaboration

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

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

4

File Description	Documents
e-copies of related Document	View File
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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Classrooms:The college has 8 UG programmes which requires 24 classrooms and 4 PG programmes which require 8 classrooms. One room each is allotted for all classes. One of classrooms allotted to every PD Departments is upgraded to ICT enabled with smart board to integrate technology in teaching with classroom practices. All classrooms are provided with required number of furnitures, fans and

lights. The classrooms areproperly maintained with the support of housekeeping staff.

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.The Chemistry department hastwo laboratories with sophisticated instrumentation and computational facilities. Departments of Physics, Botany and Zoology have well equipped science laboratories.The College has two Computer Labs with fifty one systems endowed with licensed software to offer computer literacy and practical sessions. The college also has an Instrumentation Center and internationally accredited herbarium for promoting research oriented projects for UG and PG students.

Auditorium and Seminar Halls: A main auditorium and two seminar halls are available in the college. Thesefacilities are used to conduct seminars, workshops, etc.

Learning Resources: The college has a library which provided books and e- resources to students. Departments also have Department Libraries. Students may avail the support of both Main Library and Department Libraries for enhancing their learning experience. Departments are equipped with desktops, laptops, internet facility and printers.

Support Facilities:The College has two hostels for girl students in the campus. The college has a Canteen and a staff co-operative society which provides prescribed text books, writing material, various forms etc to students. The co-operative society is providing financial assistance to the needy students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bamcollege.ac.in/common-facilities/

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

Bishop Abraham Memorial College has adequate facilities for cultural activities, sports, games, etc. The facilites include an Auditorium with a seating capacity of thousand, an Open Stage, a sports

pavilion and a sports stadium for conducting atheletics and games events.

College provides space for cultural activities, sports,games and has a physical education department which produces students for the university and state level teams. The college promotes students' participation in extracurricular activities like sports and games and cultural activities by providing time and infrastructural facilities for practice and rehearsal, giving attendance and additional or extra time for submitting assignments and projects, partly meeting expenses, providing uniforms and by felicitating students'achievements.

Sports and Games: The Department of Physical Education is very much committed to encourageand promotestudents' talent in sports and games. It has a beautifully maintained Sports Ground, which can be used for conducting Atheletics, Handball, Football, Cricket and Vollyball games. The Annual Sports Meet of the college is also conducted at this ground. The ground is also used by local Sports Clubs and schools for a variety of sporting activities.

The Handball team of the college has bagged prestigious achievements in intercollegiate competitions. The players have been selected to the University and Kerala State Handball teams several times. Some of the players have been recruited to defense services, and some others have become Physical Educationt eachers. The achievements of the students in multiple sports activities point to the dedicated service of the Physical Education department.

Cultural Activities:

The college has an auditorium, two hall for performances and an open stage. With the help of these facilities, various cultural activities are conducted by department associations.The college Arts Club conducts a mega programme, annual Arts Festival. In this event students are divided into four Houses and various literary and performance competions are conducted. The winning house is bestowed with a rolling trophy. The best performers are sent to University Youth Festival. Students are given opportunity to express their literary creativity through College Magazine, manuscripts, etc. College Student Union (a representative body elected by students), various clubs and associations organisecultural events.

Yoga: The Institution promotes Yoga among students and staff to bring balance to body and mind. Yoga sessions are conducted on the campus for the benefit of students under the supervision of a Yoga

teacher. The International Yoga Day is observed on the campus every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bamcollege.ac.in/common-facilities/

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

10

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bamcollege.ac.in/ict-campus/
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)

76.7

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

Name of ILMS software: LIBSOFT

Nature of automation: Fully

Version: Server Version 5.1

Year of Automation: 2011

Library link: https://bamc.libsoft.org

Year of implementation 2014

Maintenance and Upgradation: Periodical Updating during Annual Maintenance Contract

Features of Libsoft

1. Integrated:- The same set of data is used to perform several functions. For instance, the same record as we enter at the time of acquisition of books, Journals and Membership details must be used for the other library house keeping operations like Issue, Return, Renewal, Reservation, Cataloguing and also for Information Retrieval process. However, depending on the functions the contents may vary as you like.

2. Security:- In order to have data security and to provide access to the required files on a selective basis, LIBSOFT has been organised into two modules namely System Administrator Module and User Module. Each module has different password and restricts user access.

3. Storage Capacity:- LIBSOFT can accommodate more than 10 lakh of books & Journals.

4. Information Retrieval (OPAC):- Performing search, both for simple queries and queries containing Boolean operators, using all field names. The search result can be sorted in the ascending or descending order by any field and can also be printed in different formats. The query facilities available in the package are excellent, up-to-date and will enable the personnel to serve the users of the library with more accurate Information in a short-time. The search expression can be made by selection and the search is quick. It provides effective inter-linking of different functions.

5. More User-friendly:- The User can operate LIBSOFT in Three different ways:- By Using mouse, By Using Pull-down menus (Alt + Underlined character), By Using Shortcut Keys (Control Key + Underlined character). It Provides Graphical User Interface in

all functions.

6. Data Import & Export:- Data conversion from other software packages into LIBSOFT is possible. LIBSOFT is built using library standards and protocols such as MARC 21, z39.50 ensuring interoperability between Libsoft and other systems and technologies, while supporting existing workflows and tools

7. Data validation facility:- In the data entry section, Correct data will be accepted.

8. Printing facility:- It provides different print formats.

9. Stock verification: Stock verification can be conducted very easily

10. Report generation:- LIBSOFT supports various Report generation

11. Multi-user Facility & Network Implementation.

12. Software consistency.

13. Bar-coding Facility

14. RFID Facility

15. Web OPAC: Access to Library Catalogue (OPAC) through Web (Internet). This includes web OPAC Software with Web Space and Web Database Space. The web link address is https://bamc.libsoft.org for Library Catalogue Search

16. Digital Library

17. Gate Register

    1. Recording of Member Entry, Exit with Date & Time using Barcoded ID-Card
    2. Display of Member Details with Photo
    3. Detailed Report of Members Visit in the Library, etc

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

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 C. Any 2 of the above

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

0.78161

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

19

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

College management has started the programme, Digitally Empowered Education (DEE) in 2018. The objective of this programme is to make our campus a connected campus. The project is funded by the management and a dedicated IT Cell monitors all the activities under this project. The IT infrastructure of our college is constantly

monitored and updated by our IT Cell. Two high-speed Optical Fiber Cables (OFC) connect our campus to the Internet. All departments are connected to our central Server Computer and the Internet through OFC Local Area Network (LAN) providing Gigabit connectivity. Departments are provided with secure Cloud space with redundancy and remote backup. Faculty and Students are provided with campus wide WiFi connectivity.

Microsoft Campus License paidby the management enables the college to provide e-mail on the college domain and Microsoft (Office) 365 application free of cost to all stakeholders. IQAC has conducted training programmes for faculty members and students for equipping them to effectively use the ICT tools provided by the college. IQAC has also organised a National Level Online FDP in collaboration with GAD-TLC on 'Innovative Practices for Academic Excellence' through college's Portal for Online Education (POEd). The training programs and courses offered through POEd are utilized by Faculty, Students, and others across India.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bamcollege.ac.in/ict-campus/

4.3.2 - Number of Computers

81

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

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

38.2

File Description	Documents
Upload any additional information	No File Uploaded
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.

Bishop Abraham Memorial College has a well formulated procedure for the maintenance of its infrastructure facilities and campus in general. Budgetary provisions are made for regular checking, repairs and corrective measures. College Planning Board and Purchase Committee are constituted for monitoring the process.

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.

Classrooms: The classes are 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.

Library:There are individual departmentlibraries with proper stock and issue register. The college has a fully automated common library also. The library staffs are responsible for the maintanance of the documents.

Laboratories: The purchase of all equipment for the science

laboratories are made from standard scientific companies as per the norms ofthe government. Timely maintenance is the norm of the institution. Arrangements are made for the waste disposal and daily cleaning of the laboratories. Laboratories are under the strict supervision of the Head of the Department/Teacher assigned by Head and laboratory assistants. All the maintanance works are reported to the administrative staff by the respective heads of the departments.

Sports Games and Fitness: The College sports and games facilities are maintained by the Department of Physical Education.

Hostel: The college has two hostels for girls on the campus. Warden, Cook and other support staff are appointed by the management for carrying out day to day operations of hostels. Hostel Advisory Committee monitors the smooth run of the hostel activities.

Housekeeping: A house keeping team conscientiously engage in keeping the campus clean, green and safe.

Electrical and Plumbing: A team under the leadership of an electrician look into the maintenance of electrical devices. Annual check up 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. 30 kVA solar grid panel installed in the campus is also maintained by the team. Maintenance, including weekly cleaning of panels, is done under the supervision of electrician.

ICT and Networking: The maintenance of Computers, ICT facilities in class rooms and networking is done by an IT technician appointed by the management.Technically skilled personals are also hired if necessary. The College website is updated and maintained by a team of faculty members and IT technician.

Maintenance by external agencies: CCTV Cameras, UPS, Air Conditioners and fire safety equipment are maintained in collaboration with experienced agencies with annual contract. The library software is also maintained with the help of Annual Maintenance Contract.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://bamcollege.ac.in/common-facilities/

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

324

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

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

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

28

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://bamcollege.ac.in/add-on-courses/
Any additional information	**No File Uploaded**
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

443

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

443

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

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

A. All of the above

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

16

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

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

5.2.2.1 - Number of outgoing student progression to higher education

75

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

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

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

8

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

5.3 - Student Participation and Activities

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

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

2

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)

Students' Union: 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. 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 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 college provides funding for theactivities of the Union.

Student Representatives in Administrative Bodies: The college envisages to achieve its Mission 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 bodies like IQAC, ICC, Grievance Redressal Committee and Anti-ragging Committee. The College also ensures student representation in various associations, clubs and cells functioning in the college.. In addition, the discussions on the quality of existing programmes, student's views are solicited and considered by various bodies of the college.

Students in Co-curricular and Extra-curricular Activities: The NCC, NSS and other voluntary organizations function very effectively in the College. The members of these organizationsare actively participating to help the needy in the society. Active volunteers are selected as volunteer secretaries and help teacher co-ordinators in administration of the organization.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/students-union/
Upload any additional information	**No File Uploaded**

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

5

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

5.4 - Alumni Engagement

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

B A M College Alumni association serves as the platform for the former students. Each department has separate Alumni groups and the B A M College Alumni Association functions as the coordinating forum. Association meetings are conducted at each department every year in co-operation with the Department Associations. Even though we have lacked a registered alumni association, our former students and faculty visit the college frequently, interact with faculty and students and cooperate with the development programmes of the college by extending their philanthropic support. In this pandemic situation, our alumni and faculty members have extended their generous financial aid to students lacking data packages and digital devices for online learning.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/alumni/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

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

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. Far from the maddening crowd of towns and cities, still unpolluted with the infiltration of the vile and vicious influences, the B. A. M. College is perched upon a lovely hill. The peaceful and rural atmosphere has been a stage setter for the unique formation that we stand for.While giving a free rein of thought, we make the students understand eternal truths which are far beyond the flights and falls of intellect. During the years of service, the college has opened and continues to open new vistas of knowledge in our efforts to empower the rural youth through education.

The College Council, chaired by the Principal, meets at least once in a month to discuss and evaluate the functioning of the institution. All Heads of the Departments (HoDs) and elected representatives of the staff are members of the Council. Utmost care is taken in making sure that the functioning of the college is in line with the vision and mission of the institution. Staff meetings are held regularly. The Manager of the college finds time to interact with teachers, collect their suggestions and also address their complaints, if any.

The policy of the college was developed in tune with the

institutional vision and mission.

Vision

Our students should grow in wisdom and virtue to share with others," You shall know the truth and truth shall make you free". We diffuse spiritual thoughts that enable them to understand each one 's life in the light of supreme reality. We aim to build up sound inter-personal relationship and cater to the multidimensional growth of personality – physical, mental, and spiritual.

Mission

The college 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 shall have the following objectives as its mission:

Objectives

- Achieve academic excellence.
- Uphold moral and spiritual values.
- Inculcate a sense of social justice.
- Teach the value of self-reliance and service.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/vision-and-mission/
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.

Bishop Abraham Memorial 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. It is owned by the Bishop Abraham Memorial Trust Association registered under the

Travancore-Cochin Literary, Scientific and Charitable Societies Act (Act XII of 1955 as S No. 3 of 1965).

Principal being Head of the institution plays a crucial role in managing the administrative as well as academic activities of the institution and providing necessary directions/guidance. The guidelines/instructions of Government/UGC are implemented scrupulously. IQAC focuses on implemention of quality sustanace measures in the college.The College Council is the principal academic body consistingof all the heads of the department, elected teaching faculty etc., The College Cuncil exercise general supervision over the academic programmes and policies of the institution.

Bishop Abraham Memorial College has a well organised decentralized and participative management strategy. College has constituted Planning Board, Academic Committee, Library Advisory Committee, Purchase Committee, Admission Committee, UGC Cell and Research Committee to monitor and supervise various administrative activities. Ethics Committee, Anti-ragging Committee, Internal Complaints Committee (ICC), Sexual Harassment Prevention Committee, and Student Grievance Redressal Cell are set up according to the norms set by the authorities for maintaining discipline. Students' Union, Student Support Cell, Arts Club, various Clubs and subject Associations also have major role in implementing the policies taken by the council. The various programmes conducted by the department are planned and organized by students under the guidance of the faculty helps to develop the leadership qualities and organizing skills of the students. Student representation is ensured in various administerative bodies. Endowment and Puraskaram Committee, Co-curricular Activities Committee, Extension Activities Committee, Media and Publication Cell and Committee for Green Campus Initiatives are also consituted for the smooth implemention of various programes.

Above all, a Governing Council consisting of experts in the field, Manager, Principal and selected faculty members is also functioning in the institution. Various sub-committees of the Governing Council provide guidance in various administrative and academic activities of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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.College designed and delivered ten add-on courses during this year. The college has a good number of faculty members being part of BoS in MG University and in the list of question bank setters of various autonomous colleges and universities. 6 skill development programmesare introduced in this academic year.

Teaching and Learning: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 extracurricular 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, etc. IQAC gather feedback on the performance of teachers from students in a structured questionnaire and the analysis of feedback is used to take quality improvement measures.Teachers are encouraged to attend refresher courses and orientation programmes to improve the quality of teaching.

Examination and Evaluation:The college practices Online Question papers from Question Bank System implemented by the University for end semester Examinations for PG and UG. The college conducts two internal examinations for each course. Class tests are regularly conducted and evaluated. The knowledge level of a student is constantly gauged through surprise tests, open book tests, spot tests and problem solving sessions. Evaluated answer books are returned and feedback on their performancce are given to students. The teachers make an analysis of the performance of students after every internal test and external examination in departmental

meetings. After the internal exam evaluation, PTA meetings are conducted to assist the teaching – learning process. Student progress reports helpin communicating their performance and development to the parents.

Research and Development: Teachers are kept updated about available opportunities for research projects. Students are given opportunities to do their projects in various research institutes, thereby helping them to develop an orientation towards research. 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 present papers and publish in journals. In this academic year two faculty members are recognized as Research Guides by MG University.

Library, ICT and Physical Infrastructure / Instrumentation: College uses Library Management Software LIBSOFT. ICT enabled teaching methods are practiced and Internet facilities are upgraded for increased academic purposes. 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 and printer. Smart classrooms are setup in all PG departments. College management had the vision to start Digitally Empowered Education (DEE) program, the first step of which is to make our campus a connected campus as early as 2018. Two high-speed Optical Fiber Cables (OFC) connect our campus to the Internet. The departments are connected to our central Server Computer and the Internet through OFC Local Area Network (LAN) providing Gigabit connectivity. Departments are provided with secure Cloud space with redundancy and remote backup for storing teaching material. Faculty and Students are provided with campus wide WIFI connectivity. Microsoft Campus License paid for by the management enables the college to provide e-mail on the college domain and Microsoft (Office) 365 application free of cost to all stakeholders.

Human Resource Management: The college recruits and promotes teaching and non-teaching staff as per the norms of UGC, State Govt., and MG University. The Principal regularly meets the staff and addresses their grievances if any. The teaching staff also attend orientation, refresher and short term courses to upgrade their subject knowledge. Students being the prime human resource, the college strives to develop the resource through variety of

activities such as NSS, NCC, Social Cultural activities etc. 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.

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.

Admission of Students: The college admits students through online centralized admission process (CAP) of M G University. The admission procedures are conducted/led by a team of members of the faculty supported by the administrative staff. Merit/ quality is strictly maintained in admission to Management Quota. Transparency is maintained throughout the admission processes. The Principal conducts personal meeting with the parents of admitted students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://bamcollege.ac.in/people/
Upload any additional information	No File Uploaded

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.

Bishop Abraham Memorial College is owned and managed by the Bishop Abraham Memorial Trust Association registered under the Travancore-Cochin Literary, Scientific and Charitable Societies Act. As the appointing authority, Manager visits the College regularly and interacts with teachers, supporting staff, students and other stakeholders. The College has a governing council, which meets periodically to take all major Policy decisions of the College. Staff recruitment is strictly based on merit and in accordance with the rules and regulations of the UGC, University and the State Government. All the reservation policies are observed for all recruitments. All UGC regulations endorsed by the Government of

Kerala are applicable for CAS promotions.

The Principal is the authority of academic and administration activities of the College. The academic council, consisting of the Principal, Heads of Departments, representatives from the office, Librarian and two elected teacher representatives, helps the Principal in the academic and administration duties.The IQAC members are selected from management, teaching staff, non-teaching staff, students, alumni, local body members etc. Regular IQAC meetings are conducted to discuss issues related to quality improvement.

The Departments function under the leadership of Head of the Departments. All faculty members in the department are assigned various responsibilities of curricular and co-curricular activites undertaken by the department. Various committees are entrusted with the coordination of co-curricular and extra-curricular activities. They co-ordinate with faculty co-ordinators and student representatives of various clubs and associations to organize various activites arranged in accordance with the vision and mission of the college.

Student representatives in college union, IQAC and on other committees like student support cell, Internal Complaint Committee, Anti-ragging Committee, Differently abled student Welfare Committee etc. will address their specific issues. SC, ST and OBC Complaint Committee are functioning to monitor the progress of such students.

Staff association comprising teaching staff will discuss general matters for their welfare and make recommendations to the principal.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/management/
Link to Organogram of the institution webpage	https://bamcollege.ac.in/organogram/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- **All the staff members are beneficiaries of GI (Group Insurance), SLI (State Life Insurance) and Personal Accident Insurance Schemes.**
- **All teaching and non-teaching staffs have Statutory / mandatory scheme subscription (PF / EPF / Insurance / Gratuity).**
- **All the staffsare eligible for various types of leaves such as maternity/Paternity leave, specified under Kerala Service Rules. They are also eligible for Earned leave encashment.**
- **For all the staffs coming under the Self-Financing Section, there is an ESI (Employees State Insurance) scheme.**
- **The B A M College Staff Co-operative Society Ltd.(No. PT 80) runs a store which provides stationery and other articles at a subsidized rate. Deposits and loan facilities are also available through the Society,**
- **Canteen facility is provided in the campus by which the staff and students can access quality food and beverages at a subsidized rate.**
- **Children of non-teaching staff are given preference for admission to various programmes in Management and Community Quotas.**
- **Management has initiated 'Digitally Empowered Education', a project to improve the ICT facilities on campus and reduce the effect of digital divide. Staffs are given Bring Your Own Device (BYOD) facility and subscription to Microsoft 365 license and licensed Windows operation system, free of cost.**

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/common-facilities/
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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

4

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

24

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

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

The institution has two performance appraisal systems to assess its human resource regularly.

1. **In order to assess their performance, teachers prepare self-appraisal reports which are essential for promotion to higher grades as per the norms of university and government. These reports are verified and recommended by Heads of Departments and submitted to the Principal for further verification. The reports submitted to the Principal and countersigned by him are then forwarded to the Manager for his perusal. The Manager intimates the Principal his inferences on the appraisals and his decisions are put to further discussions and review at the meetings of the College Council. Teachers are well informed of the details of discussions and review made on the decisions of the manager at these meetings.**

2. **A performance appraisal system as envisaged by UGC is introduced and annual appraisal feedback of the teachers, overall feedback of the college and student satisfaction survey are regularly collected on a semester basis and evaluated by the IQAC. The feedbacks collected thus are compiled, analysed and handed over to the faculty in private through the principal. A copy of the report shall be forwarded**

to the manager by the principal.

After scrutiny of teachers' appraisal reports, the management has taken a few remarkable decisions as following:

1. To upbuild and upkeep a research culture among teachers by upgrading PG departments into research departments and letting the teachers into research activities like pursuing research degrees, publishing research works and undertaking research projects.
2. To introduce innovative teaching-learning practices by expanding more ICT facilities.
3. To divide and assign duties and responsibilities to suit the calibre, aptitude, efficiency and skill of teachers.
4. To make the most of the potential capacity of individual teachers for the good of the institution and its stakeholders.
5. To extend maximum possible support to all activities like seminars,workshops and other training programmes for improving the quality of teachers.

File Description	Documents
Paste link for additional information	https://www.mgu.ac.in/ugc-regulations-2018-minimum-qualification-for-appointment-of-teachers-and-other-academic-staff-in-universities-and-colleges-and-measures-for-the-maintenance-of-standards-in-higher-education/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The College conducts systematic internal and external audits to supervise the flow of funds and ensure efficient management of financial resources. Internal audits of the College are done by the reputed chartered accountants. External audits are carried out by Government agencies. College faces external audits from two government agencies namely AG's office and Directorate of Collegiate Education.

All the funds from Central Government are received and disbursed/ spent through Public Financial Management System (PFMS) of the

Ministry of Finance. The funds from State Government is managed using Bill Information Management System (BIMS) platform.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/wp-content/uploads/2022/04/BAMAudit2020-21.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)

60.55

File Description	Documents
Annual statements of accounts	View File
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college is very much responsive to the infrastructural and learning resource requirements forwarded to the principal by departments or staff. The IQAC also makes suggestions and recommendations for introducing new facilities or upgrading the existing ones. The Principal brings the requirements to the notice of the Manager. It is in consultation with the Manager that plans are drawn up and necessary funds are either released from the management fund or made available from UGC or RUSA. The plans are implemented accordingly and their implementation is monitored every so often. The transaction of financial resources is transparent and audited by a Chartered Accountant every year, but all government fund transaction is audited by AG and DC or DD at the time of change of principal. The expenses are met from the institutional resources and maintenance grant from government. All other expenses are met out of the management fund. All financial resources of the college are credited to the official account of the principal. The Manager,

who mobilises all resources in the campus, endorses drafts/cheques through which all payments towards purchase, construction etc. are made. However, it is the Principal who signs the cheques for UGC grant payments, transaction of PTA funds, TA/DA to resource persons, expenses for college bus service etc. Updated accounts of all funds concerned with academic activities and the balance sheet thereof are kept in the office by the head accountant.

Major Institutional Sources of Funding are Salary grants by state government, UGC grants, Fee for self-financing programmes, Funds for books and journals, Maintenance grants, Alumni fund, Student fee, PTA contribution, Hostel fee, Scholarship grants, Endowment fund, General donation (if any) etc. Deficit in any account is adjusted from the Management Fund. A major portion of the income from self-financing programmes is utilized for payment of salary and maintenance of necessary infrastructural facilities or learning resources in the self-financing sector.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/common-facilities/
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC plays an important role in the enhancement of quality in the educational services provided by the institution. The major initiatives include: Devising quality strategies, Monitoring the extension and outreach programmes of the departments of the college, Evaluating curricular and co-curricular activities, Promoting high professional standards in teaching, Ensuring stakeholder participation, Introducing best practices, Organising workshops and seminars, Introducing quality initiatives like accreditation and ranking,e-attendance, feedback analysis, etc.

IQAC emphasizes the following key aspects to exalt the entire quality system:.

Faculty Development: All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research. IQAC also conducted 3 training programmes

including a 2-week online FDP on 'Innovative Practices for Academic Excellence' for faculty members and one training programme for administrative staff.

Academic Audit: AA is conducted at the end of the year by academic committee constituted by the IQAC to maintain quality in the institution. The committee visits each department and evaluates the performance of the teachers in group and in person. The evaluation is based on the proforma submitted by the department.

Green, Energy and Environmental Audits: The criteria, methods and recommendations used for auditing are based on the identified threats. The following audits: Auditing for Water Management, Auditing for Energy Management, Auditing for Waste Management, Auditing for Green Campus Management etc. are done.

Feedback System:Feedbacks are collected from stakeholders regularly. The collected feedbacks are analysed with the help of Student Support Cell. IQAC has also designed and implemented an online feedback collection system integrated with college website.

Infrastructural Augmentation:IQAC monitors the availability of various Physical facilities, ICT facilities, and library facilities in the campus. Proposals are submitted to the College Council and management about the infrastructure augmentations required.

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

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

IQAC prepares academic calendar at the beginning of everyacademic year. Teachers are also insisted to prepare a Course Plan every semester so as to evaluate the progress of the curriculum in tune with the academic calendar. IQAC communicates its policies regarding remedial coaching, mentoring etc. to all teaching departments at the beginning of the academic year. IQAC monitors IT enabled, outcome based and student centric methodologies of teaching learning process. IQAC also encourages departments to conduct seminars, conferences and workshops in their respective fields.

IQAC collects student feedback on teachers. The student feedback helps to bring innovation and creativity in teaching-learning process and helps to improve quality in learning. One such methodology is the adaptation and implementation of Microsoft Teams, Google Classroom, Kahoot, etc. All departments are equipped with computers and printers.e-learning resources such as e-journals and online database (INFLIBNET) are used by the faculty members for effective teaching. IQAC also has a continuous self-appraisal system to keep track of the performance of the faculty.

IQAC monitors the maintainance of the following records by the departments.

- Vision Statement
- Mission Statement
- Department Profile
- Stock Register
- Register for Department Meetings
- Teachers' Leave Register
- Non-Teaching Staff Leave Register
- Accounts Register
- Academic Master Plan
- Syllabus File
- Time Table and Subject Allocation File
- Bridge Course
- Remedial Coaching
- Mentoring
- Question Bank
- Internal Examination
- Internal Mark
- University Result and Analysis
- Admission Register
- Category-wise Students' Statistics
- Students' Profile
- Students' Leave cum Movement Register
- Details of Students' Achievements
- Placement/Higher Studies Details
- Financial Support / Scholarships
- Academic Audit Report
- Reports of Departmental Activities
- Extension Activities
- Research and Publications

Maintaining these documents help IQAC to monitor the teaching-learning process, structures and methodologies of operations at periodic intervals.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bamcollege.ac.in/wp-content/uploads/2022/04/PrincipalsReport2020-21.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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution promotes gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Events relating to gender equity promotion are carried out throughout the year in the campus.

Safety & Security:

1. The college has two ladies' hostel which provides secure accommodation.

2. The college campus is gated and entry is regulated round the clock by security staff. A resident lady warden in the ladies' hostel is employed with appropriate security arrangements for girls. Safety of students is taken care throughout the campus by security staff.

3. CCTV cameras have been fixed in the prominent places like hostel, campus corridors, main campus building and common places.

4. Statutory committees like Anti-Sexual harassment committee, Grievance Redressal Committee comprising of female faculty members, Internal Complaints Committee are constituted as per the UGC/ State Government/ University guidelines and is working effectively.

5. Anti-ragging committee is constituted for handling ragging incidents, if any.

6. Suggestion/complaint boxes are made available at defined locations for the students and faculties to drop in their cause of concern in the form of a written complaint. Complaint forms are also available on the grievance redressal page on college website.

Counselling:

1. The college has a well-defined student counselling system. Each student is allotted with a particular faculty member who will be his/her counsellor till the end of his/her course. Students meet their mentors for any grievances- regarding gender related issues if any, personal problems, general issues, lack of facilities, academics etc.

2. Women Studies and Development Centre is always ready and available to solve problems of girl students.

3. Departments are also mandated to have regular student-faculty interaction meetings to resolve problems faced by girl students.

4. Internal Complaint Committee (ICC) is constituted as per rules for prevention, prohibition and redressal of sexual harassment against women in work place to address the complaints filed by the lady faculty and Girl students.

Common Rooms and Toilet:Common rooms for girls are provided. All the required facilities to relax are provided in the common rooms. Ladies Toilets are also provided in all buildings. Sanitary pad vending machines are placed in women toilet block.

File Description	Documents
Annual gender sensitization action plan	https://bamcollege.ac.in/wp-content/uploads/2022/03/GSAP2020-21.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://bamcollege.ac.in/wp-content/uploads/2022/03/FacilitiesLadies.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

A. 4 or All of the above

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

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

The College has established an integrated sustainable waste management approach that minimizes waste production and provides economic benefits.

Solid Waste Management: The college has adopted Green Protocol as its most fundamental ethical pivot of its functioning. The use of plastic cups and bottles in the campus is minimized. The entire college community takes utmost care in not using plastic bottles/cups/lunch boxes. As part of Green Protocol we bid adieu to plastic banners, rappers, disposable containers, writing materials etc. A part of the paper waste is recycled within the campus for making paper pen by NSS students. Sanitary Napkin Incinerators have been installed in the girls' hostels and in the ladies toilet complex to facilitate disposal of sanitary napkins in an environment-friendly way. Dust bins are provided throughout the campus. The institution has partnered with local panchayat to manage the solid waste. This ensures responsible and sustainable disposal of waste

including plastics.

E-waste Management: Electronic wastes are recycled at regular intervals. Old computers are transferred for use for lesser demanding uses in other divisions of the institution. Some of the obsolete machines are used for demonstration in computer laboratory. The e-waste is collected and discarded by the management staff. Also E- waste is removed in collaboration with the local self-government agencies. The institution has partnered with local panchayat to manage the e-waste. This ensures responsible and sustainable disposal of e-waste including defunct printers, desktops, keyboards, mouse and other condemned electronic waste.

Liquid waste management:The College adheres to a strict green protocol of liquid waste disposal in its laboratories. The liquid waste generated in the campus include sewage, laboratory, hostel and canteen effluent waste. Teachers regularly encourage the students for the minimal and effective use of chemicals. Any glassware used in the laboratory is rinsed with minimum water and placed in the liquid waste container.

Hazardous chemicals:Acidic or basic waste samples from the chemistry laboratory, if any, are neutralized prior to their disposal. The organic and aqueous wastes are collected in separate containers for their organized disposal.

Biomedical wastes and Radioactive wastes are not produced or use in our college.

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

B. Any 3 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:

B. Any 3 of the above

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

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

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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	*View File*
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	**No File Uploaded**
Details of the Software procured for providing the assistance	*View File*
Any other relevant information	*View File*

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

The institution is a kind of home to students and faculty members from different parts of the state. The campus provides them a wholly cultural, regional and linguistic inclusiveness. This is based on mutual respect, effective relationships and clear communication.

The institution follows reservation policies of the Government/University. Admission to all programmes is conducted through online system, confirming to the University norms. The reservation category includes socially and educationally backward communities, Scheduled Caste, Scheduled Tribe etc. Seats are reserved for students under sports quota also. There is a special provision for the admission of students from Lakshadweep. Seats are also reserved for physically challenged students, transgender and economically weaker students from forward community. Reservation is strictly followed in the appointment of teachers and other administrative staff also. Deserving students under all categories are helped to secure various scholarships by Central and State governments and other agencies. Various endowments and scholarships are also institutes by the college with the support of stakeholders.

Academic, non-academic and socio-cultural activities organized in the Institution promote harmony among the members. Association activities like seminars and workshops organized in the Departments give suitable circumstances to meet people with different cultures. The institution observes festivals and commemorative days with great enthusiasm with a view to promote positive interactions among people of different cultural backgrounds. Festivals like Onam, Christmas, Holi etc. are celebrated on the campus. Competitions namely Malayali Manka and Malayali Maman are organised as part of Keralapiravi (November I) celebration. The students of the Departments organise Freshers' Day to welcome new students to campus and Farewell Function to bid goodbye to the outgoing batch of students. On such occasions the outgoing students share their experiences with the staff and junior batch of students.

The NCC, NSS, Bhoomitrasena, and other clubs of the college regularly organise different programmes to uphold values of social inclusion, cultural harmony and national integration. The NCC unit duly observes Republic Day (January 26), International Yoga Day (June 21), Independence Day (August 15) etc. A lecture on World Ozone Day by department of Botany and Bhoomithrasena, webinar on Biodiversity conservation & Natural history to build up knowledge to students on Nature conservation by department of Botany & Nature Club, participation of students of Botany in Rashtragaan conducted by the Ministry of Culture, Government of India on 15 August 2021 are some some ventures of BAM community during this year which uphold the responsibility towards the society.

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	**No File Uploaded**

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

Bishop Abraham Memorial College regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens. The curriculum of most of the programmes includes one course or more on Universal Human Values. Teacher's day, National Integration Day etc. are celebrated on the campus with due regard. The campus celebrates Independence Day and Republic Day on August 15 and January 26 respectively. The college holds flag hoisting ceremonies on the campus every year on these days. These days are celebrated to make the students aware of their responsibilities towards the constitutional values, rights, duties as citizens. Some of the regularly conducted activities are Vigilance Awareness Week, contribution towards Armed Forces Flag Day/PM Relief Fund/CM Relief Fund, Swachh Bharat Abhiyan, Fitness activities, Yoga and games, Students volunteers of NCC,NSS, and other clubs take part in various activities like tree plantation, blood donation, cleanliness drives, awareness drives etc.

This year, National Service Scheme Unit of the college also organised a seven-day virtual special camp which included several sessions on drug abuse, importance of energy conservation, mental health etc which helps the volunteers to have an introspection and develop their personality. Students of B A M College actively participated in COVID19 vaccination drive in nearby government hospitals and worked as COVID volunteers. Volunteers of NCC and NSS had rendered their service at Public Health Centres during the period of COVID pandemic

Elections to all the bodies of the college like IQAC, Staff Council, PTA, Staff Cooperative Society etc are held on the democratic principles envisioned in the Constitution. The election to Students' Union is also gives the students a foretaste of the most important process of any democracy. National Service Scheme of the College also played a part in enriching the SVEEP programme of Election Commission of India (Systematic Voter's Education and Electoral

Participation) prior to the Assembly Election 2021. An Electoral Roll Enrolment Programme was organised on 4th March 2021 to help new voters enroltheir names. The volunteers also presented a Flash Mob in the campus to propagate the importance of electoral participation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bamcollege.ac.in/wp-content/uploads/2022/04/PrincipalsReport2020-21.pdf
Any other relevant information	https://bamcollege.ac.in/activities/

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Bishop Abraham Memorial College regularly celebrates national and international commemorative days, events, festivals like Republic Day, Independence Day, Holi, International Yoga Day, Swachh Bharat Abhiyan Day, International women's day etc. In addition, various other activities like Health awareness camps, COVID vaccination

drives, cleaning drives etc conducted for the welfare of students, faculties and employees. NCC students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our national flag is hoisted and the national anthem is sung by all the attendees.

Onam and Christmas celebrations are conducted with maximum student support. Competitions namely Malayali Manka and Malayali Maman are organised as part of Keralapiravi (November 1) celebration.

Most often these celebrations are undertaken by the Departments for whom the Day with its message is relevant. A lecture on World Ozone Day by department of Botany and Bhoomithrasena, webinar on Biodiversity conservation & Natural history to build up knowledge to students on Nature conservation by department of Botany & Nature Club, participation of students of Botany in Rashtragaan conducted by the Ministry of Culture, Government of India on 15 August 2021 are some of the examples.

Due to the COVID pandemic, even though the institute is closed for students, efforts were made to conduct various important events on virtual mode.

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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice - 1

Title of the Practice: Implementation of Green Initiatives

Goal

- Create awareness about environmental issues among stake holders
- Inculcate eco-friendly attitude among stakeholders

- Promote the concept of organic living
- Realising a plastic free campus
- Promote concept of organic farming
- Create awareness about the use of non-conventional energy sources and eco-friendly waste management

The Context

Green initiatives are identified as the means for sustainable development and this means increasing efforts to support energy efficiencies increase water conservation, waste avoidance, and engaging in environmentally friendly practices. As an educational institution it is our responsibility to contribute in this direction.

The Practice

Green and Clean Campus is a project initiated by our college with the aim of creating a pollution free, green and healthy environment for the college and its surroundings. The project is launched under the slogan 'Think Clean and Go Green'. The project aims to inculcate awareness about environmental issues and Eco-friendly attitude among students. As part of the various environment friendly initiatives and awareness programmes are conducted by NCC, NSS, Energy Conservation Club, Nature Club and Bhoomitra Sena. Various programmes organised under this project aims to transform our stakeholders into advocates of nature conservation. All programmes conducted in the campus are organised in compliance with Green Protocol declared by Government of Kerala. The college has undertaken various energy conservation and water conservation initiatives like rainwater harvesting, installation of solar power plants, etc. We conserve water with rain water harvesting. Rain water collected from the roofs of our buildings are stored in purpose built rain water storage tanks. Currently we have capacity to store over 4,5 lakh liters of water. We have also been very proactive in conserving energy in every area of our operation. Our offices, IT systems, Computer Labs and computers in various departments utilizes electrical power from our solar plants with energy storage. We use many ways to reduce energy consumption including campus wide use of energy efficient LED lamps. Solar Thermal and Bio-gas plants are used in college hostel. Various measures are taken as a follow up to keep the campus tidy and hygienic. The campus has been declared as a polythene free zone. Several awareness programmes on environmental issues and organic farming have been conducted for students and community around the institution to increase their awareness and participation in

environmental protection.

Evidence of Success

The response of students towards green initiatives is positive and we were able to successfully implement various energy conservation initiatives and anti-plastic initiatives in the campus.

Problems Encountered and Resources Required

The major problem for implementation is finding adequate financial resources required for implementing various projects.

Best Practice – 2

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 become aware of the modern techniques in agriculture

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 give for improving the academic quality of students. Centralized 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 400m2 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. During monsoon season, it is not possible to conduct field related activities in open air.

File Description	Documents
Best practices in the Institutional website	https://bamcollege.ac.in/wp-content/uploads/2021/08/BestPractices.pdf
Any other relevant information	https://bamcollege.ac.in/iqac/

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 priority of the college is to open new vistas of knowledge to empower the rural youth. The college is committed in creating a suitable environment for the academic journey of students. Institution in this era of education 4.0, offers a variety of information technology resources to assist students and teachers with their studies. The initiatives of the college in this direction have enabled us the smooth transfer of offline mode to online mode in the current pandemic situation of COVID 19.

B. A. M. College management had the vision to start the project for Digitally Empowered Education (DEE) since 2018. The project was envisioned to address the problem of digital divide among its stakeholders and mould them into responsible digital citizens. The first step was to upgrade the IT infrastructure of the college for using in academic and administrative settings. Now two high speed Optical Fiber Cables (OFC) connect our campus to the Internet. The offices and departments are connected to our central Server Computer and the Internet through OFC Local Area Network (LAN) providing Gigabit connectivity. Departments and offices are provided with secure Cloud space with redundancy and remote backup for storing data including teaching material.

Faculty are provided with Bring Your Own Device (BYOD) facility to connect their Laptop Computers to the campus network. Students are provided with campus wide WiFi connectivity. After getting the required infrastructure in place, management ensured the effective use of the infrastructure by purchasing Microsoft Campus License. This licence enables the college to provide Faculty, Staff & Students e-mail on the college domain and Microsoft (Office) 365 application free of cost. The college's MOODLE platform, Portal for Online Education (POEd), provides various online educational programs which are utilized by Faculty, Students, and others across India. Our POEd team is in the process of adding many more courses to this program.

The meticulous efforts by management and departments have profoundly altered the delivery of educational information. The use of digital technology is gradually changing the entire concept of education. All these efforts enabled the college to start online classes within a few days of the directive from the University & Government at the time Covid-19 lockdown in the current academic year. The Microsoft Teams app available in Microsoft Campus License was utilised for the purpose. The College offered a variety of information technology resources to assist students and teachers with their teaching-learning process. Necessary training programmes are also conducted for students, faculty members and administrative staff. A dedicated IT department provides all necessary assistance in this endeavour.

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

Bishop Abraham Memorial College, Thuruticad is affiliated to Mahatma Gandhi University, Kottayam, Kerala and thus the curricular aspects of the college are governed by the university statutes and regulations. The college has various well-structured processes for the effective implementation and delivery of the curriculum. Academic plan for the year is prepared jointly by Academic committee and 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 plans considering the Academic Calendar which helps in completing all the academic and co-curricular activities well on time. Both UG and PG programmes follow the Choice Based Credit System (CBCS). The details of various programmes, courses, programme outcomes, programme specific outcomes, course outcomes, syllabus and details of internal assessment are made available in the College Website. Faculty members use ICT enabled teaching methods for the effective delivery of the curriculum. Remedial classes are arranged for slow learners. Industrial visits and field visits are arranged to students whom they are relevant. Further, a Question Bank containing model question papers and old university question papers are made available in the college departments and College library. Two internal test papers (one by the department and the second by the internal examination committee of the college in centralized mode) and assignments are conducted as part of continuous evaluation. Marks obtained in the internal assessment is consolidated and published on department notice boards at the end of each semester. Students are motivated to use e-resources like N-list and e-books available in the main library. 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 serveas 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. Due to Covid-19 pandemic during this academic year, classes were conducted in anonline platform owned by the institution, Microsoft Teams. The classes and internal assessments were conducted through online mode.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://bamcollege.ac.in/wp-content/uploads/2021/08/AC2020-21.pdf

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

Bishop Abraham Memorial College gives priority to prepare an academic calendar in keeping with the University's Academic Calendar. Academic plan for the year is prepared jointly by Academic committee and IQAC in the beginning of the academic year and is published as Academic Calendar for the year after getting approval from College Council. Faculty members prepare all their plans as per the Academic Calendar. The details of various programmes, courses, programme outcomes, programme specific outcomes, course outcomes, syllabus, and details of assessment process for all the programmes are made available in the College Website. Two internal test papers (one by the department and the second by the internal examination committee of the college in centralized mode) and assignments are conducted in a semester as part of continuous evaluation. Marks obtained in the internal assessment is consolidated and published on department notice boards at the end of each semester. A teacher is assignedin charge of co-ordinating the internal examination activities. Athree tier Grievance Redressal System is operational in the college exclusively for Internal Assessment. The College Council conducts regular review meetings and make sure that the Academic Calendar is adhered.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bamcollege.ac.in/assessment/

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

13

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

`10`

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

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

`245`

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

1.3 - Curriculum Enrichment

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

As per the new UGC regulation, Environment Studies and Human Rights has been incorporated into the fifth semester UG syllabus. For both UG and PG programmes there are exclusive courses offered across various semesters sensitizing students in areas like Gender Studies, Renewable Energy, Econometrics, Nationalism and Civic Sense, Human Rights, Environmental Impact Assessment, Ethical Agriculture, Food Technology, Business Etiquette, Analytical Chemistry etc. Many courses offered in various Programmes have incorporated the cross cutting issues relevant to gender, environment etc. into the curriculum. The programmes are structured in such a way that students acquire the basic concepts of the cross cutting issues.

The college is affiliated to Mahatma Gandhi University, Kottayam and we follows the syllabus and curriculum given by the university. The collegecannot add additional topics to the syllabus. But various programmes related to crosscutting issues

areincluding in regular activities of various clubs and associations in the college. The NCC and NSS units of the college engage in social awareness, cultural programmes, Legal Awareness Programme and awareness on Drug Abuse. Different functional cells and clubs of the college engage in various schemes and programmes related to these cross-cutting issues. The women cell of the college provides training to girl students. The institution gives equal opportunities to students irrespective of the gender in department activities, student union elections and various cell / club activities. Energy conservation club, Nature club, Bhoomithrasena are active in the campus. Green protocol is strictly abided by the institution. The Institution also offers Moral and Value Education to all the students through classes and training programmes. Various career guidance programmes are organized to inculcate professional ethics in students.

The college has adopted various effective waste management, energy nd water conservation practices which demonstrate their importance to studens. Proper waste collection and disposal system and landscaped ofcampus are implemented to control water drainage and soil erosion. The college has been successfully maintaining a Rain Harvesting system and has installed Solar Plants.

File Description	Documents
Any additional information	View File
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

17

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

352

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	https://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	[View File](#)

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.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

320

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

89

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

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. To identify slow and advanced learners, departments conduct an entry level test and a personal interview for the newly admitted students and assess their learning levels by considering three parameters viz. marks of qualifying examinations, marks in the entry level test and the performance in the interview.

Certificate Courses: Certain departments conduct interdisciplinary and socially oriented certificate programmes of varying duration for different batches during off hours.

Bridge Courses: Bridge courses are conducted by departments before the commencement of under graduate and post graduate programmes.

Mentoring: Each member of the faculty is assigned mentorship of a fixed number of students from each class (UG and PG) to attend their emotional well-being. The mentor acts as a guide, coach and role model for the mentee. They motivate the students to participate in co-curricular and extra-curricular activities.

Counselling: Besides maintaining a regular mentor-mentee interaction, the college offers the service of a professional counsellor if required.

Special Classes/ Remedial Classes: Special classes or Remedial classes are engaged on Saturdays and on some holidays in addition to those taught during off hours on working days. Remedial classes target students who are weak in studies. Special attention to sports students and who lose classes due to medical reasons. Study materials pertaining to the days absent are provided to both sports students and medical absentees, special classes on request are taken and peer assistance is provided.

Peer Teaching: Peer teaching is promoted at undergraduate and post graduate levels. Topics related to subjects on the curriculum and those relevant to human values, eco-awareness, national integration etc. are assigned to perceptive students for peer teaching.

Assignments and Seminars: Assignments and seminars are done in each semester to train students in presentation skills and to strengthen their research aptitude. Assignments are valued promptly and corrections or improvements are suggested.

Financial Assistance: the college offers financial assistance and free books for deserving students. Hostel facility is provided in the campus on a no-profit basis.

Aptitude and Placement Training: Intensive training sessions are organized for students to hone their skills by the career guidance cell and entrepreneur development club.

Library: Students are encouraged to make maximum utilization of facilities available at the library, especially reference amenities. Advanced and relevant books are suggested by the faculty according to their area of expertise.

Recognising Student Achievers: Every academic year a grant Merit Day celebration in association with the Founder's Day is organized to commend students who win laurels in university examinations, sports events, youth festivals etc., merit events are organized at department and college levels.

Support for Differently-abled: College provides required academic support for differently abled students. Scribe support is provided as per University rules for eligible students for attending examinations. Ramp facility is also provided for accessing 50% of the buildings.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/campus-life/
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
909	51

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institution has made changes in the learning environment based on the changes made by the university. Since the implementation of Outcome Based Education, Bishop Abraham Memorial College adopted more student centric learning methods in addition to the class room teaching. The college provides infrastructural and technological support to the departments for the effective implementation of student centric learning methodologies. Student presentations are part of the learning process. ICT aided assignments and seminar presentations have become a common feature of all the departments. Field trips and industrial visits are conducted to complement classroom learning which provide first hand experiences. Students are encouraged to participate in college as well as inter-collegiate quiz competitions and programmes for enhancing their experience. Under graduate students undertake group projects and post graduate students undertake individual projects under the guidance of faculty members of department. Peer teaching and group discussions are also encouraged.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://bamcollege.ac.in/ict-campus/

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

The Information and Communication Technology- based learning has greater importance in the current situation.Microsoft Campus License paid for by the management enables the college to provide Faculty, Staff & Students e-mail on the college domain and Microsoft (Office) 365 application free of cost to the faculty and students and setup virtual classrooms using Microsoft Teams. Onlinel tools like Google Classrooms, Zoom, etc.are also used by faculty members for lectures, discussions and examinations. Online tools for assessments like Kahoot, Quizizz, etc. are also used. IQAC has organized three training programmes during the academic year 2020-21 for improving online teaching of faculty members.

Seminar hall, post graduate classrooms etc. are equipped with ICT tools. Invited talks, national and international conferences and webinars are conducted using ICTtools. College Library has books, e-journals and online books which in turn assist the productivity

of the academics to a great extent.The Academic communitycan access e-books, theses database, journal, database, e-journals and other e-resources from any terminal.

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

50

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

2.4 - Teacher Profile and Quality

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

51

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

490

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

2.5 - Evaluation Process and Reforms

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

Bishop Abraham Memorial College strictly adheres with the internal assessment system mandated by the Mahatma Gandhi University. The main components of internal assessment are Attendance, Assignments, Seminars, and Internal Examinations. The information on internal assessment for various programmes are conveyed to students through Hand Book, College website and orientation programmes organised for first year students.

Syllabus and Schedule: Each department prepares a teaching plan at the beginning of every semester in accordance with the Academic Calendar approved by College Council. This helps to complete all academic activities well in advance to the internal examination and end semester examinations. The tentative dates of

test papers are planned well in advance by the Internal Examination Committee and College Council. The time table is displayed on the notice boards.

Attendance Report: 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 respective class teachers.

Assignments: Assignments are given after the completion of each module which help the teacher to ensure the consistency of the students and quality of the continuous evaluation process. Resubmission of assignments is made necessary if certain students fail to meet the assessment criteria.

Seminars: Seminar or presentation as part of continuous evaluation are held under the guidance of the teacher. Students of 5th and 6th semesters of under graduate programmes and all semesters of post graduate programmes are asked to deliver seminars on topics assigned to them, the schedule of which is prepared in advance. The seminar presentation is evaluated on the basis of the nature of presentation and language competence. Students who need improvement are given a second chance to present their seminar.

Projects: Topics for the Projects may be given to the students in advance and time limit is given. Students are directed to submit Projects duly checked and corrected by the teachers concerned.

Internal Examination: An internal examination is conducted by the department. A second internal examination is conducted in centralized manner well in advance to the University examination. The timely evaluation of answer scripts are ensured to maintain a consistent academic track of the students. Retest examinations are conducted for students who have not attended the internal examination on genuine grounds.

Grievance Redressal and Feedback System: The institution has a three-tier transparent mechanism to address student grievances. In Student Feedback form question regarding conduct of continuous evaluation is included and necessary steps are taken to refine the continuous evaluation system according to the feedback from students. The departments conduct parents' meeting every semester for discussing the student performance.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://bamcollege.ac.in/assessment/

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

The college has a three-tier transparent mechanism is in place to address student grievances related to internal evaluation. The college also has an Internal Examination Committee appointed by the Principal for timely conduct and monitoring of the internal examination process. The internal marks obtained by students are uploaded to university portal only after resolving all the grievances. An Internal Examination Co-ordinator verifies all the uploaded marks before forwarding the same to University.

To ensure transparency, the details of internal assessment is expained in Student Handbook and is also displayed on college website. The College adheres to anacademic calendar preparedwell in advance.In case of grievances, students can approach the teacher concerned. Those students who prefer to lodge their grievance through online mode can usethelink provided in college website.

The exam timetable is prepared by the Internal Examination Committee in consultation with all Departments and is displayed on the notice boards. The timely conduct of internal examinations are ensured by the internal examination committee. Students who fail to attend the internal assessments are given a second chance for completing their assessment. After completing the internal assessments Teacher-in-charge of a course consolidates the scores of students and the same is tabulated in Internal Marks Form (Form A) provided by the University. Form A is published on the notice board of thedepartment concerned. Students can approach Teacher-in-charges with their grievances, if any and the issue is handled by the teacher-in-charge concerned at this level.

In the second level, all 'Form A' sheets are collected by the Class Teacher and is then consolidated to Form B which is again displayed on Department Notice Boards. Students can approach their class teachers and HoDs if they still have any grievance regarding their internal assessment. if the grievance couldnot be redressed at these two levels it is reported to thePrincipal. When anunresolved grievance reaches the Principal, minor cases

are resolvedby the Principal and in severe cases Principal forwards it to College's Grievance Redressal Cell.

File Description	Documents
Any additional information	View File
Link for additional information	https://bamcollege.ac.in/students-grievance-redressal-portal/

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.

Course Outcomes, Programme Outcomes and Programmes Specific Outcomes and are the basic requirements for implementing OBE. Assessing the knowledge and skills acquired by the students of a specific course/ programme is key to successful implementation of OBE. MG University has various faculties and Board of Studies for each programme which are responsible for periodically revising the set of COs, POs and PSOs. All these information are communicated to the stakeholders through different media like website, prospectus/handbook, public display of notice boards and social media. MG University maintains a website which provides COs, POs and PSOs of every course /programme offered. They are framed by Board of Studies in consultation with experts and discussed in workshops. The College website also provides COs, POs and PSOs of every course/programme offered by the college. Orientation programme and Bridge Course are conducted in the beginning of an academic year. Mentors ensure that each student has a fair idea about the syllabus, COs, POs and PSOs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bamcollege.ac.in/programmes/
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.

Bishop Abraham Memorial College has a well-planned mechanism to evaluate the attainment of course outcomes and Programme outcomes. Departments use various assessment tools like

tutorials, assignments, project works, seminars/ presentations, department-wise internal examinations, etc for evaluating attainment of Course Outcomes.

Assignments: Assignments are conducted after the completion of certainmodules which help the teacher to ensure the attainment of course outcomes. After adequate discussions on assignment topics, students are asked to submit the same. Resubmission of assignments is made necessary if certain students fail to meet the assessment criteria.

Seminars: Seminar or presentation as part of continuous evaluation are held under the guidance of the teacher. The seminar presentation is evaluated on the basis of the nature of presentation and language competence. Students who need improvement are given a second chance to present their seminar.

Internal Assessment: An internal examination is conducted by the department. A second internal examination and a model examination are conducted in centralized manner and are conducted well in advance to the University examination. The question papers for internal examination are prepared such that it can be used to assess the attainment of Course Outcomes. 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 effective feedback. Retests are conducted for students who have not attained a preferred level in the internal examination.

Viva-Voce: It is an integral part of student evaluation where theobjective analysis andevaluation attainment of programme outcomes are done. The language and communication skills of students are also tested.

Feedback system: Feedbacks are collected from students and the College intermittently evaluates feedbacks from students and necessary steps are taken by the principal to rectify the drawbacks pointed out by the respondents.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	https://bamcollege.ac.in/assessment/

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

137

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bamcollege.ac.in/wp-content/uploads/2022/03/PrincipalsReport2020-21.pdf

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://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.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

6

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

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

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

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	https://bamcollege.ac.in/projects/

3.2 - Innovation Ecosystem

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

An Entrepreneurship Development Club (ED Club) is setup in the college under the scheme of Department of Industries & Commerce, Government of Kerala. The Entrepreneurship Development Club of Bishop Abraham Memorial College, Thuruthicad was registered with District Industries Centre, Pathanamthittain 2015 (Register No. EDC/PTA/31/2015 Dated 17.11.2015). ED Club organises various programmeswith the objective to inculcate entrepreneurship qualities, to sensitise industrial scenario of the state, to nurture theentrepreneurial talent, to develop awareness among its members of the attitudes, values, and skills of successful entrepreneurs around the globe etc. College has also taken measures to implement National Innovation and Start-up Policy. A

senior faculty member Dr. Jessyamma Kurian was nominated by the principal to coordinatethe implementation of NISP. IQAC also encourages Departments to take initiative for creation and sharing of knowledge by organising workshops seminars, etc. The institution has strengthened its ICT infrastructure for enabling it to conduct online programmes in current situation of COVID.

Programmes Organised for Promoting Innovation and Initiatives for Creation and Transfer of Knowledge during the academic year:

- A National Level Workshop on Virtual Lab was organised by Department of Physics on 06/11/2020.
- Two-Week National Online Faculty Development Programme on 'Innovative Practices for Academic Excellence' from 18th to 30th January 2021. The programme was organised in association with Guru Angad Dev Teaching – Learning Centre of MHRD.
- Two-day webinar conducted by District Industries Centre, Pathanamthitta in Zoom Platform on 15 & 1-6 February 2021 at 7.00 PM to 9.30 PM
- A talk on "An Induction to Entrepreneurship Development Program" by Dr. Aneeshkumar G.S (Coordinator, ED Club) on 12th March 2021.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bamcollege.ac.in/activities/

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

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

6

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	https://bamcollege.ac.in/research-guides/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

21

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

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

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

17

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

3.4 - Extension Activities

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

Bishop Abraham Memorial College encourages all students to participate in the extension activities organised by various clubs, cells and organizations like NCC and NSS which help to develop a social commitment towards social and economic issues and create a mind-set in students to extend helping hands to the needy. In the academic year 2020-21, extension activities focused on Community interventions in COVID 19 situation, creating awareness on organic farming and awareness drive about the importance of election process as part of Systematic Voters' Education and Electoral Participation (SVEEP), a flagship program of the Election Commission of India for voter education, spreading voter awareness and promoting voter literacy in India.

Various Programmes Organised During 2020-21

Cleanliness Drive: NCC volunteers participated in a cleaning programme at the Amar Jawan Jyothy, Mallappally. Students of NSS participated in a cleaning programme in association with Anchappam, aconcept visualised by Fr. Bobby, Anjappam (which translates to five loaves of bread) is a a social collective effort that aims to mitigate social injustice by offering the marginalised sections with economic access to food.

Organic Farming: A Workshop on Organic Farming and Fertilizer Making, led by Mr. Mathew Abraham (Assistant Director, Agriculture- Marketing, Pathanamthitta) was arranged for the students and members of Kudumbasrees from Ward 4&5 of Kallooppara Panchayath and members from the local society to propagate organic farming and organic fertilizer making.

Susthira Grama Vikasanam: It is a joint social service venture of B.A.M. NSS Unit, the Post Graduate & Research Department of Commerce,Kallooppara Gramapanchayat and Kudumbasree.

SVEEP programme: National Service Scheme of the College also played a part in enriching the SVEEP programme of Election Commission of India (Systematic Voter's Education and Electoral Participation) prior to the Assembly Election 2021. An Electoral Roll Enrolment Programme was organised on 04th March 2021 to help new voters enrol their names. The volunteers also presented a

Flash Mob in the campus to propagate the importance of electoral participation.

·COVID Detection Camp (Antigen Test): B A M College in association with Community Health Centre, Kallooppara with the support of Government of Kerala conducted a Camp for COVID 19 Antigen Test on 8th January 2021. The Camp was conducted after giving prior notice in newspapers so as to enable the public in the neighbourhood to participate in the same. 95 participants including the entire staff of the college and the public did their Antigen test. The Camp scheduled from 10.00 am till 12.00 noon witnessed the admirable service rendered by the experts from the Health Centre.

Volunteers of NCC and NSS had rendered their service at Public Health Centres during theCOVID pandemic.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/activities/
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

13

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

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

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

651

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

3.5 - Collaboration

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

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

4

File Description	Documents
e-copies of related Document	[View File](#)
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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
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.

Classrooms:The college has 8 UG programmes which requires 24 classrooms and 4 PG programmes which require 8 classrooms. One room each is allotted for all classes. One of classrooms allotted to every PD Departments is upgraded to ICT enabled with smart board to integrate technology in teaching with classroom practices. All classrooms are provided with required number of furnitures, fans and lights. The classrooms areproperly maintained with the support of housekeeping staff.

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.The Chemistry department hastwo laboratories with sophisticated instrumentation and computational facilities. Departments of Physics, Botany and Zoology have well equipped science laboratories.The College has two Computer Labs with fifty one systems endowed with licensed software to offer computer literacy and practical sessions. The college also has an Instrumentation Center and internationally accredited herbarium for promoting research oriented projects for UG and PG students.

Auditorium and Seminar Halls: A main auditorium and two seminar halls are available in the college. Thesefacilities are used to conduct seminars, workshops, etc.

Learning Resources: The college has a library which provided books and e- resources to students. Departments also have Department Libraries. Students may avail the support of both Main Library and Department Libraries for enhancing their learning experience. Departments are equipped with desktops, laptops, internet facility and printers.

Support Facilities:The College has two hostels for girl students in the campus. The college has a Canteen and a staff co-operative society which provides prescribed text books, writing material, various forms etc to students. The co-operative society is providing financial assistance to the needy students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bamcollege.ac.in/common-facilities/

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

Bishop Abraham Memorial College has adequate facilities for cultural activities, sports, games, etc. The facilites include an Auditorium with a seating capacity of thousand, an Open Stage, a sports pavilion and a sports stadium for conducting atheletics and games events.

College provides space for cultural activities, sports,games and

has a physical education department which produces students for the university and state level teams. The college promotes students' participation in extracurricular activities like sports and games and cultural activities by providing time and infrastructural facilities for practice and rehearsal, giving attendance and additional or extra time for submitting assignments and projects, partly meeting expenses, providing uniforms and by felicitating students'achievements.

Sports and Games: The Department of Physical Education is very much committed to encourageand promotestudents' talent in sports and games. It has a beautifully maintained Sports Ground, which can be used for conducting Atheletics, Handball, Football, Cricket and Vollyball games. The Annual Sports Meet of the college is also conducted at this ground. The ground is also used by local Sports Clubs and schools for a variety of sporting activities.

The Handball team of the college has bagged prestigious achievements in intercollegiate competitions. The players have been selected to the University and Kerala State Handball teams several times. Some of the players have been recruited to defense services, and some others have become Physical Educationt eachers. The achievements of the students in multiple sports activities point to the dedicated service of the Physical Education department.

Cultural Activities:

The college has an auditorium, two hall for performances and an open stage. With the help of these facilities, various cultural activities are conducted by department associations.The college Arts Club conducts a mega programme, annual Arts Festival. In this event students are divided into four Houses and various literary and performance competions are conducted. The winning house is bestowed with a rolling trophy. The best performers are sent to University Youth Festival. Students are given opportunity to express their literary creativity through College Magazine, manuscripts, etc. College Student Union (a representative body elected by students), various clubs and associations organisecultural events.

Yoga: The Institution promotes Yoga among students and staff to bring balance to body and mind. Yoga sessions are conducted on the campus for the benefit of students under the supervision of a Yoga teacher. The International Yoga Day is observed on the

campus every year.

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

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

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bamcollege.ac.in/ict-campus/
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)

76.7

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

Name of ILMS software: LIBSOFT

Nature of automation: Fully

Version: Server Version 5.1

Year of Automation: 2011

Library link: https://bamc.libsoft.org

Year of implementation 2014

Maintenance and Upgradation: Periodical Updating during Annual Maintenance Contract

Features of Libsoft

1. Integrated:- The same set of data is used to perform several functions. For instance, the same record as we enter at the time of acquisition of books, Journals and Membership details must be used for the other library house keeping operations like Issue, Return, Renewal, Reservation, Cataloguing and also for Information Retrieval process. However, depending on the functions the contents may vary as you like.

2. Security:- In order to have data security and to provide access to the required files on a selective basis, LIBSOFT has been organised into two modules namely System Administrator Module and User Module. Each module has different password and restricts user access.

3. Storage Capacity:- LIBSOFT can accommodate more than 10 lakh of books & Journals.

4. Information Retrieval (OPAC):- Performing search, both for simple queries and queries containing Boolean operators, using all field names. The search result can be sorted in the ascending or descending order by any field and can also be printed in different formats. The query facilities available in the package are excellent, up-to-date and will enable the personnel to serve the users of the library with more accurate Information in a short-time. The search expression can be made by selection and the search is quick. It provides effective inter-linking of different functions.

5. More User-friendly:- The User can operate LIBSOFT in Three different ways:- By Using mouse, By Using Pull-down menus

(Alt + Underlined character), By Using Shortcut Keys (Control Key + Underlined character). It Provides Graphical User Interface in all functions.

6. Data Import & Export:- Data conversion from other software packages into LIBSOFT is possible. LIBSOFT is built using library standards and protocols such as MARC 21, z39.50 ensuring interoperability between Libsoft and other systems and technologies, while supporting existing workflows and tools

7. Data validation facility:- In the data entry section, Correct data will be accepted.

8. Printing facility:- It provides different print formats.

9. Stock verification: Stock verification can be conducted very easily

10. Report generation:- LIBSOFT supports various Report generation

11. Multi-user Facility & Network Implementation.

12. Software consistency.

13. Bar-coding Facility

14. RFID Facility

15. Web OPAC: Access to Library Catalogue (OPAC) through Web (Internet). This includes web OPAC Software with Web Space and Web Database Space. The web link address is https://bamc.libsoft.org for Library Catalogue Search

16. Digital Library

17. Gate Register
    1. Recording of Member Entry, Exit with Date & Time using Barcoded ID-Card
    2. Display of Member Details with Photo
    3. Detailed Report of Members Visit in the Library, etc

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://bamcollege.ac.in/library/

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	C. Any 2 of the above

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

0.78161

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

19

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

College management has started the programme, Digitally Empowered Education (DEE) in 2018. The objective of this programme is to make our campus a connected campus. The project is funded by the management and a dedicated IT Cell monitors all the activities under this project. The IT infrastructure of our college is

constantly monitored and updated by our IT Cell. Two high-speed Optical Fiber Cables (OFC) connect our campus to the Internet. All departments are connected to our central Server Computer and the Internet through OFC Local Area Network (LAN) providing Gigabit connectivity. Departments are provided with secure Cloud space with redundancy and remote backup. Faculty and Students are provided with campus wide WiFi connectivity.

Microsoft Campus License paidby the management enables the college to provide e-mail on the college domain and Microsoft (Office) 365 application free of cost to all stakeholders. IQAC has conducted training programmes for faculty members and students for equipping them to effectively use the ICT tools provided by the college. IQAC has also organised a National Level Online FDP in collaboration with GAD-TLC on 'Innovative Practices for Academic Excellence' through college's Portal for Online Education (POEd). The training programs and courses offered through POEd are utilized by Faculty, Students, and others across India.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bamcollege.ac.in/ict-campus/

4.3.2 - Number of Computers

81

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

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

38.2

File Description	Documents
Upload any additional information	No File Uploaded
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.

Bishop Abraham Memorial College has a well formulated procedure for the maintenance of its infrastructure facilities and campus in general. Budgetary provisions are made for regular checking, repairs and corrective measures. College Planning Board and Purchase Committee are constituted for monitoring the process.

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.

Classrooms: The classes are 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.

Library:There are individual departmentlibraries with proper stock and issue register. The college has a fully automated common library also. The library staffs are responsible for the maintanance of the documents.

Laboratories: The purchase of all equipment for the science

laboratories are made from standard scientific companies as per the norms ofthe government. Timely maintenance is the norm of the institution. Arrangements are made for the waste disposal and daily cleaning of the laboratories. Laboratories are under the strict supervision of the Head of the Department/Teacher assigned by Head and laboratory assistants. All the maintanance works are reported to the administrative staff by the respective heads of the departments.

Sports Games and Fitness: The College sports and games facilities are maintained by the Department of Physical Education.

Hostel: The college has two hostels for girls on the campus. Warden, Cook and other support staff are appointed by the management for carrying out day to day operations of hostels. Hostel Advisory Committee monitors the smooth run of the hostel activities.

Housekeeping: A house keeping team conscientiously engage in keeping the campus clean, green and safe.

Electrical and Plumbing: A team under the leadership of an electrician look into the maintenance of electrical devices. Annual check up 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. 30 kVA solar grid panel installed in the campus is also maintained by the team. Maintenance, including weekly cleaning of panels, is done under the supervision of electrician.

ICT and Networking: The maintenance of Computers, ICT facilities in class rooms and networking is done by an IT technician appointed by the management.Technically skilled personals are also hired if necessary. The College website is updated and maintained by a team of faculty members and IT technician.

Maintenance by external agencies: CCTV Cameras, UPS, Air Conditioners and fire safety equipment are maintained in collaboration with experienced agencies with annual contract. The library software is also maintained with the help of Annual Maintenance Contract.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://bamcollege.ac.in/common-facilities/

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

324

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

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

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

28

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://bamcollege.ac.in/add-on-courses/
Any additional information	No File Uploaded
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

443

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

443

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

A. All of the above

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

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

16

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

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

5.2.2.1 - Number of outgoing student progression to higher education

75

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

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

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

8

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

5.3 - Student Participation and Activities

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

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

2

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)

Students' Union: 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. 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 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 college provides funding for theactivities of the Union.

Student Representatives in Administrative Bodies: The college envisages to achieve its Mission 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 bodies like IQAC, ICC, Grievance Redressal Committee and Anti-ragging Committee. The College also ensures student representation in various associations, clubs and cells functioning in the college.. In addition, the discussions on the quality of existing programmes, student's views are solicited and considered by various bodies of the college.

Students in Co-curricular and Extra-curricular Activities: The NCC, NSS and other voluntary organizations function very effectively in the College. The members of these organizationsare actively participating to help the needy in the society. Active volunteers are selected as volunteer secretaries and help teacher co-ordinators in administration of the organization.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/students-union/
Upload any additional information	No File Uploaded

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

5

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

5.4 - Alumni Engagement

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

B A M College Alumni association serves as the platform for the former students. Each department has separate Alumni groups and the B A M College Alumni Association functions as the coordinating forum. Association meetings are conducted at each department every year in co-operation with the Department Associations. Even though we have lacked a registered alumni association, our former students and faculty visit the college frequently, interact with faculty and students and cooperate with the development programmes of the college by extending their philanthropic support. In this pandemic situation, our alumni and faculty members have extended their generous financial aid to students lacking data packages and digital devices for online learning.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/alumni/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) | E. <1Lakhs

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

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. Far from the maddening crowd of towns and cities, still unpolluted with the infiltration of the vile and vicious influences, the B. A. M. College is perched upon a lovely hill. The peaceful and rural atmosphere has been a stage setter for the unique formation that we stand for.While giving a free rein of

thought, we make the students understand eternal truths which are far beyond the flights and falls of intellect. During the years of service, the college has opened and continues to open new vistas of knowledge in our efforts to empower the rural youth through education.

The College Council, chaired by the Principal, meets at least once in a month to discuss and evaluate the functioning of the institution. All Heads of the Departments (HoDs) and elected representatives of the staff are members of the Council. Utmost care is taken in making sure that the functioning of the college is in line with the vision and mission of the institution. Staff meetings are held regularly. The Manager of the college finds time to interact with teachers, collect their suggestions and also address their complaints, if any.

The policy of the college was developed in tune with the institutional vision and mission.

Vision

Our students should grow in wisdom and virtue to share with others," You shall know the truth and truth shall make you free". We diffuse spiritual thoughts that enable them to understand each one 's life in the light of supreme reality. We aim to build up sound inter-personal relationship and cater to the multidimensional growth of personality – physical, mental, and spiritual.

Mission

The college 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 shall have the following objectives as its mission:

Objectives

- Achieve academic excellence.

- **Uphold moral and spiritual values.**
- **Inculcate a sense of social justice.**
- **Teach the value of self-reliance and service.**

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/vision-and-mission/
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.

Bishop Abraham Memorial 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. It is owned by the Bishop Abraham Memorial Trust Association registered under the Travancore-Cochin Literary, Scientific and Charitable Societies Act (Act XII of 1955 as S No. 3 of 1965).

Principal being Head of the institution plays a crucial role in managing the administrative as well as academic activities of the institution and providing necessary directions/guidance. The guidelines/instructions of Government/UGC are implemented scrupulously. IQAC focuses on implemention of quality sustanace measures in the college.The College Council is the principal academic body consistingof all the heads of the department, elected teaching faculty etc., The College Cuncil exercise general supervision over the academic programmes and policies of the institution.

Bishop Abraham Memorial College has a well organised decentralized and participative management strategy. College has constituted Planning Board, Academic Committee, Library Advisory Committee, Purchase Committee, Admission Committee, UGC Cell and Research Committee to monitor and supervise various administrative activities. Ethics Committee, Anti-ragging Committee, Internal Complaints Committee (ICC), Sexual Harassment Prevention Committee, and Student Grievance Redressal Cell are set up according to the norms set by the authorities for maintaining discipline. Students' Union, Student Support Cell, Arts Club, various Clubs and subject Associations also have major role in implementing the policies taken by the council. The various programmes conducted by the department are planned and

organized by students under the guidance of the faculty helps to develop the leadership qualities and organizing skills of the students. Student representation is ensured in various administerative bodies. Endowment and Puraskaram Committee, Co-curricular Activities Committee, Extension Activities Committee, Media and Publication Cell and Committee for Green Campus Initiatives are also consituted for the smooth implementation of various programes.

Above all, a Governing Council consisting of experts in the field, Manager, Principal and selected faculty members is also functioning in the institution. Various sub-committees of the Governing Council provide guidance in various administrative and academic activities of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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.College designed and delivered ten add-on courses during this year. The college has a good number of faculty members being part of BoS in MG University and in the list of question bank setters of various autonomous colleges and universities. 6 skill development programmesare introduced in this academic year.

Teaching and Learning: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 extracurricular 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, etc. IQAC gather feedback on the performance of teachers from students in a structured questionnaire and the analysis of

feedback is used to take quality improvement measures.Teachers are encouraged to attend refresher courses and orientation programmes to improve the quality of teaching.

Examination and Evaluation:The college practices Online Question papers from Question Bank System implemented by the University for end semester Examinations for PG and UG. The college conducts two internal examinations for each course. Class tests are regularly conducted and evaluated. The knowledge level of a student is constantly gauged through surprise tests, open book tests, spot tests and problem solving sessions. Evaluated answer books are returned and feedback on their performancce are given to students. The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings. After the internal exam evaluation, PTA meetings are conducted to assist the teaching - learning process. Student progress reports helpin communicating their performance and development to the parents.

Research and Development: Teachers are kept updated about available opportunities for research projects. Students are given opportunities to do their projects in various research institutes, thereby helping them to develop an orientation towards research. 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 present papers and publish in journals. In this academic year two faculty members are recognized as Research Guides by MG University.

Library, ICT and Physical Infrastructure / Instrumentation: College uses Library Management Software LIBSOFT. ICT enabled teaching methods are practiced and Internet facilities are upgraded for increased academic purposes. 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 and printer. Smart classrooms are setup in all PG departments. College management had the vision to start Digitally Empowered Education (DEE) program, the first step of which is to make our campus a connected campus as early as 2018. Two high-speed Optical Fiber Cables (OFC) connect our campus to the Internet. The departments are connected to our central Server Computer and the Internet

through OFC Local Area Network (LAN) providing Gigabit connectivity. Departments are provided with secure Cloud space with redundancy and remote backup for storing teaching material. Faculty and Students are provided with campus wide WIFI connectivity. Microsoft Campus License paid for by the management enables the college to provide e-mail on the college domain and Microsoft (Office) 365 application free of cost to all stakeholders.

Human Resource Management: The college recruits and promotes teaching and non-teaching staff as per the norms of UGC, State Govt., and MG University. The Principal regularly meets the staff and addresses their grievances if any. The teaching staff also attend orientation, refresher and short term courses to upgrade their subject knowledge. Students being the prime human resource, the college strives to develop the resource through variety of activities such as NSS, NCC, Social Cultural activities etc. 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.

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.

Admission of Students: The college admits students through online centralized admission process (CAP) of M G University. The admission procedures are conducted/led by a team of members of the faculty supported by the administrative staff. Merit/ quality is strictly maintained in admission to Management Quota. Transparency is maintained throughout the admission processes. The Principal conducts personal meeting with the parents of admitted students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://bamcollege.ac.in/people/
Upload any additional information	No File Uploaded

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.

Bishop Abraham Memorial College is owned and managed by the Bishop Abraham Memorial Trust Association registered under the Travancore-Cochin Literary, Scientific and Charitable Societies Act. As the appointing authority, Manager visits the College regularly and interacts with teachers, supporting staff, students and other stakeholders. The College has a governing council, which meets periodically to take all major Policy decisions of the College. Staff recruitment is strictly based on merit and in accordance with the rules and regulations of the UGC, University and the State Government. All the reservation policies are observed for all recruitments. All UGC regulations endorsed by the Government of Kerala are applicable for CAS promotions.

The Principal is the authority of academic and administration activities of the College. The academic council, consisting of the Principal, Heads of Departments, representatives from the office, Librarian and two elected teacher representatives, helps the Principal in the academic and administration duties.The IQAC members are selected from management, teaching staff, non-teaching staff, students, alumni, local body members etc. Regular IQAC meetings are conducted to discuss issues related to quality improvement.

The Departments function under the leadership of Head of the Departments. All faculty members in the department are assigned various responsibilities of curricular and co-curricular activites undertaken by the department. Various committees are entrusted with the coordination of co-curricular and extra-curricular activities. They co-ordinate with faculty co-ordinators and student representatives of various clubs and associations to organize various activites arranged in accordance with the vision and mission of the college.

Student representatives in college union, IQAC and on other committees like student support cell, Internal Complaint Committee, Anti-ragging Committee, Differently abled student Welfare Committee etc. will address their specific issues. SC, ST and OBC Complaint Committee are functioning to monitor the progress of such students.

Staff association comprising teaching staff will discuss general matters for their welfare and make recommendations to the principal.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/management/
Link to Organogram of the institution webpage	https://bamcollege.ac.in/organogram/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- **All the staff members are beneficiaries of GI (Group Insurance), SLI (State Life Insurance) and Personal Accident Insurance Schemes.**
- **All teaching and non-teaching staffs have Statutory / mandatory scheme subscription (PF / EPF / Insurance /**

Gratuity).

- All the staffsare eligible for various types of leaves such as maternity/Paternity leave, specified under Kerala Service Rules. They are also eligible for Earned leave encashment.
- For all the staffs coming under the Self-Financing Section, there is an ESI (Employees State Insurance) scheme.
- The B A M College Staff Co-operative Society Ltd.(No. PT 80) runs a store which provides stationery and other articles at a subsidized rate. Deposits and loan facilities are also available through the Society,
- Canteen facility is provided in the campus by which the staff and students can access quality food and beverages at a subsidized rate.
- Children of non-teaching staff are given preference for admission to various programmes in Management and Community Quotas.
- Management has initiated 'Digitally Empowered Education', a project to improve the ICT facilities on campus and reduce the effect of digital divide. Staffs are given Bring Your Own Device (BYOD) facility and subscription to Microsoft 365 license and licensed Windows operation system, free of cost.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/common-facilities/
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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

4

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

24

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

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

The institution has two performance appraisal systems to assess its human resource regularly.

1. In order to assess their performance, teachers prepare self-appraisal reports which are essential for promotion to higher grades as per the norms of university and government. These reports are verified and recommended by Heads of Departments and submitted to the Principal for further verification. The reports submitted to the Principal and countersigned by him are then forwarded to the Manager for his perusal. The Manager intimates the Principal his inferences on the appraisals and his decisions are put to further discussions and review at the meetings of the College Council. Teachers are well informed of the details of discussions and review made on the decisions of the manager at these meetings.

2. A performance appraisal system as envisaged by UGC is introduced and annual appraisal feedback of the teachers, overall feedback of the college and student satisfaction survey are regularly collected on a semester basis and evaluated by the IQAC. The feedbacks collected thus are compiled, analysed and handed over to the faculty in private through the principal. A copy of the report shall be forwarded to the manager by the principal.

After scrutiny of teachers' appraisal reports, the management has taken a few remarkable decisions as following:

1. To upbuild and upkeep a research culture among teachers by

upgrading PG departments into research departments and letting the teachers into research activities like pursuing research degrees, publishing research works and undertaking research projects.
   2. To introduce innovative teaching-learning practices by expanding more ICT facilities.
   3. To divide and assign duties and responsibilities to suit the calibre, aptitude, efficiency and skill of teachers.
   4. To make the most of the potential capacity of individual teachers for the good of the institution and its stakeholders.
   5. To extend maximum possible support to all activities like seminars,workshops and other training programmes for improving the quality of teachers.

File Description	Documents
Paste link for additional information	https://www.mgu.ac.in/ugc-regulations-2018-minimum-qualification-for-appointment-of-teachers-and-other-academic-staff-in-universities-and-colleges-and-measures-for-the-maintenance-of-standards-in-higher-education/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The College conducts systematic internal and external audits to supervise the flow of funds and ensure efficient management of financial resources. Internal audits of the College are done by the reputed chartered accountants. External audits are carried out by Government agencies. College faces external audits from two government agencies namely AG's office and Directorate of Collegiate Education.

All the funds from Central Government are received and disbursed/ spent through Public Financial Management System (PFMS) of the Ministry of Finance. The funds from State Government is managed using Bill Information Management System (BIMS) platform.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/wp-content/uploads/2022/04/BAMAudit2020-21.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)

60.55

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college is very much responsive to the infrastructural and learning resource requirements forwarded to the principal by departments or staff. The IQAC also makes suggestions and recommendations for introducing new facilities or upgrading the existing ones. The Principal brings the requirements to the notice of the Manager. It is in consultation with the Manager that plans are drawn up and necessary funds are either released from the management fund or made available from UGC or RUSA. The plans are implemented accordingly and their implementation is monitored every so often. The transaction of financial resources is transparent and audited by a Chartered Accountant every year, but all government fund transaction is audited by AG and DC or DD at the time of change of principal. The expenses are met from the institutional resources and maintenance grant from government. All other expenses are met out of the management fund. All financial resources of the college are credited to the official account of the principal. The Manager, who mobilises all resources in the campus, endorses drafts/cheques through which

all payments towards purchase, construction etc. are made.
However, it is the Principal who signs the cheques for UGC grant
payments, transaction of PTA funds, TA/DA to resource persons,
expenses for college bus service etc. Updated accounts of all
funds concerned with academic activities and the balance sheet
thereof are kept in the office by the head accountant.

Major Institutional Sources of Funding are Salary grants by state
government, UGC grants, Fee for self-financing programmes, Funds
for books and journals, Maintenance grants, Alumni fund, Student
fee, PTA contribution, Hostel fee, Scholarship grants, Endowment
fund, General donation (if any) etc. Deficit in any account is
adjusted from the Management Fund. A major portion of the income
from self-financing programmes is utilized for payment of salary
and maintenance of necessary infrastructural facilities or
learning resources in the self-financing sector.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/common-facilities/
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC plays an important role in the enhancement of quality in
the educational services provided by the institution. The major
initiatives include: Devising quality strategies, Monitoring the
extension and outreach programmes of the departments of the
college, Evaluating curricular and co-curricular activities,
Promoting high professional standards in teaching, Ensuring
stakeholder participation, Introducing best practices, Organising
workshops and seminars, Introducing quality initiatives like
accreditation and ranking,e-attendance, feedback analysis, etc.

IQAC emphasizes the following key aspects to exalt the entire
quality system:.

Faculty Development: All the faculty members are encouraged and
supported to participate in Orientation, refresher courses,
Workshops, Seminars and conferences related to the teacher-
learning process and research. IQAC also conducted 3 training

programmes including a 2-week online FDP on 'Innovative Practices for Academic Excellence' for faculty members and one training programme for administrative staff.

Academic Audit: AA is conducted at the end of the year by academic committee constituted by the IQAC to maintain quality in the institution. The committee visits each department and evaluates the performance of the teachers in group and in person. The evaluation is based on the proforma submitted by the department.

Green, Energy and Environmental Audits: The criteria, methods and recommendations used for auditing are based on the identified threats. The following audits: Auditing for Water Management, Auditing for Energy Management, Auditing for Waste Management, Auditing for Green Campus Management etc. are done.

Feedback System:Feedbacks are collected from stakeholders regularly. The collected feedbacks are analysed with the help of Student Support Cell. IQAC has also designed and implemented an online feedback collection system integrated with college website.

Infrastructural Augmentation:IQAC monitors the availability of various Physical facilities, ICT facilities, and library facilities in the campus. Proposals are submitted to the College Council and management about the infrastructure augmentations required.

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

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

IQAC prepares academic calendar at the beginning of everyacademic year. Teachers are also insisted to prepare a Course Plan every semester so as to evaluate the progress of the curriculum in tune with the academic calendar. IQAC communicates its policies regarding remedial coaching, mentoring etc. to all teaching departments at the beginning of the academic year. IQAC monitors

IT enabled, outcome based and student centric methodologies of teaching learning process. IQAC also encourages departments to conduct seminars, conferences and workshops in their respective fields.

IQAC collects student feedback on teachers. The student feedback helps to bring innovation and creativity in teaching-learning process and helps to improve quality in learning. One such methodology is the adaptation and implementation of Microsoft Teams, Google Classroom, Kahoot, etc. All departments are equipped with computers and printers.e-learning resources such as e-journals and online database (INFLIBNET) are used by the faculty members for effective teaching. IQAC also has a continuous self-appraisal system to keep track of the performance of the faculty.

IQAC monitors the maintainance of the following records by the departments.

- Vision Statement
- Mission Statement
- Department Profile
- Stock Register
- Register for Department Meetings
- Teachers' Leave Register
- Non-Teaching Staff Leave Register
- Accounts Register
- Academic Master Plan
- Syllabus File
- Time Table and Subject Allocation File
- Bridge Course
- Remedial Coaching
- Mentoring
- Question Bank
- Internal Examination
- Internal Mark
- University Result and Analysis
- Admission Register
- Category-wise Students' Statistics
- Students' Profile
- Students' Leave cum Movement Register
- Details of Students' Achievements
- Placement/Higher Studies Details
- Financial Support / Scholarships
- Academic Audit Report
- Reports of Departmental Activities

- **Extension Activities**
- **Research and Publications**

Maintaining these documents help IQAC to monitor the teaching-learning process, structures and methodologies of operations at periodic intervels.

File Description	Documents
Paste link for additional information	https://bamcollege.ac.in/wp-content/uploads/2022/03/FeedbackReport2020-21.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://bamcollege.ac.in/wp-content/uploads/2022/04/PrincipalsReport2020-21.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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution promotes gender sensitivity through various

initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Events relating to gender equity promotion are carried out throughout the year in the campus.

Safety & Security:

1. The college has two ladies' hostel which provides secure accommodation.
2. The college campus is gated and entry is regulated round the clock by security staff. A resident lady warden in the ladies' hostel is employed with appropriate security arrangements for girls. Safety of students is taken care throughout the campus by security staff.
3. CCTV cameras have been fixed in the prominent places like hostel, campus corridors, main campus building and common places.
4. Statutory committees like Anti-Sexual harassment committee, Grievance Redressal Committee comprising of female faculty members, Internal Complaints Committee are constituted as per the UGC/ State Government/ University guidelines and is working effectively.
5. Anti-ragging committee is constituted for handling ragging incidents, if any.
6. Suggestion/complaint boxes are made available at defined locations for the students and faculties to drop in their cause of concern in the form of a written complaint. Complaint forms are also available on the grievance redressal page on college website.

Counselling:

1. The college has a well-defined student counselling system. Each student is allotted with a particular faculty member who will be his/her counsellor till the end of his/her course. Students meet their mentors for any grievances-regarding gender related issues if any, personal problems, general issues, lack of facilities, academics etc.
2. Women Studies and Development Centre is always ready and available to solve problems of girl students.
3. Departments are also mandated to have regular student-faculty interaction meetings to resolve problems faced by girl students.
4. Internal Complaint Committee (ICC) is constituted as per rules for prevention, prohibition and redressal of sexual harassment against women in work place to address the complaints filed by the lady faculty and Girl students.

Common Rooms and Toilet:Common rooms for girls are provided. All the required facilities to relax are provided in the common rooms. Ladies Toilets are also provided in all buildings. Sanitary pad vending machines are placed in women toilet block.

File Description	Documents
Annual gender sensitization action plan	https://bamcollege.ac.in/wp-content/uploads/2022/03/GSAP2020-21.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://bamcollege.ac.in/wp-content/uploads/2022/03/FacilitiesLadies.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	**A. 4 or All of the above**

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

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

The College has established an integrated sustainable waste management approach that minimizes waste production and provides economic benefits.

Solid Waste Management: The college has adopted Green Protocol as its most fundamental ethical pivot of its functioning. The use of plastic cups and bottles in the campus is minimized. The entire college community takes utmost care in not using plastic bottles/cups/lunch boxes. As part of Green Protocol we bid adieu to plastic banners, rappers, disposable containers, writing materials etc. A part of the paper waste is recycled within the campus for making paper pen by NSS students. Sanitary Napkin

Incinerators have been installed in the girls' hostels and in the ladies toilet complex to facilitate disposal of sanitary napkins in an environment-friendly way. Dust bins are provided throughout the campus. The institution has partnered with local panchayat to manage the solid waste. This ensures responsible and sustainable disposal of waste including plastics.

E-waste Management: Electronic wastes are recycled at regular intervals. Old computers are transferred for use for lesser demanding uses in other divisions of the institution. Some of the obsolete machines are used for demonstration in computer laboratory. The e-waste is collected and discarded by the management staff. Also E- waste is removed in collaboration with the local self-government agencies. The institution has partnered with local panchayat to manage the e-waste. This ensures responsible and sustainable disposal of e-waste including defunct printers, desktops, keyboards, mouse and other condemned electronic waste.

Liquid waste management:The College adheres to a strict green protocol of liquid waste disposal in its laboratories. The liquid waste generated in the campus include sewage, laboratory, hostel and canteen effluent waste. Teachers regularly encourage the students for the minimal and effective use of chemicals. Any glassware used in the laboratory is rinsed with minimum water and placed in the liquid waste container.

Hazardous chemicals:Acidic or basic waste samples from the chemistry laboratory, if any, are neutralized prior to their disposal. The organic and aqueous wastes are collected in separate containers for their organized disposal.

Biomedical wastes and Radioactive wastes are not produced or use in our college.

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 | B. Any 3 of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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**	**B. Any 3 of the above**

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

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	**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
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	**No File Uploaded**
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The institution is a kind of home to students and faculty members from different parts of the state. The campus provides them a wholly cultural, regional and linguistic inclusiveness. This is based on mutual respect, effective relationships and clear communication.

The institution follows reservation policies of the Government/University. Admission to all programmes is conducted through online system, confirming to the University norms. The reservation category includes socially and educationally backward communities, Scheduled Caste, Scheduled Tribe etc. Seats are reserved for students under sports quota also. There is a special provision for the admission of students from Lakshadweep. Seats are also reserved for physically challenged students, transgender and economically weaker students from forward community. Reservation is strictly followed in the appointment of teachers and other administrative staff also. Deserving students under all categories are helped to secure various scholarships by Central and State governments and other agencies. Various endowments and scholarships are also institutes by the college with the support of stakeholders.

Academic, non-academic and socio-cultural activities organized in the Institution promote harmony among the members. Association activities like seminars and workshops organized in the Departments give suitable circumstances to meet people with different cultures. The institution observes festivals and commemorative days with great enthusiasm with a view to promote positive interactions among people of different cultural backgrounds. Festivals like Onam, Christmas, Holi etc. are celebrated on the campus. Competitions namely Malayali Manka and Malayali Maman are organised as part of Keralapiravi (November I) celebration. The students of the Departments organise Freshers' Day to welcome new students to campus and Farewell Function to bid goodbye to the outgoing batch of students. On such occasions the outgoing students share their experiences with the staff and junior batch of students.

The NCC, NSS, Bhoomitrasena, and other clubs of the college regularly organise different programmes to uphold values of social inclusion, cultural harmony and national integration. The NCC unit duly observes Republic Day (January 26), International Yoga Day (June 21), Independence Day (August 15) etc. A lecture on World Ozone Day by department of Botany and Bhoomithrasena, webinar on Biodiversity conservation & Natural history to build up knowledge to students on Nature conservation by department of Botany & Nature Club, participation of students of Botany in Rashtragaan conducted by the Ministry of Culture, Government of India on 15 August 2021 are some some ventures of BAM community during this year which uphold the responsibility towards the society.

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	No File Uploaded

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

Bishop Abraham Memorial College regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens. The curriculum of most of the programmes includes one course or more on Universal Human Values. Teacher's day, National Integration Day etc. are celebrated on the campus with due regard. The campus celebrates Independence Day and Republic Day on August 15 and January 26 respectively. The college holds flag hoisting ceremonies on the campus every year on these days. These days are celebrated to make the students aware of their responsibilities towards the constitutional values, rights, duties as citizens. Some of the regularly conducted activities are Vigilance Awareness Week, contribution towards Armed Forces Flag Day/PM Relief Fund/CM Relief Fund, Swachh Bharat Abhiyan, Fitness activities, Yoga and games, Students volunteers of NCC,NSS, and other clubs take part in various activities like tree plantation, blood donation, cleanliness drives, awareness drives etc.

This year, National Service Scheme Unit of the college also organised a seven-day virtual special camp which included several sessions on drug abuse, importance of energy conservation, mental health etc which helps the volunteers to have an introspection and develop their personality. Students of B A M College actively participated in COVID19 vaccination drive in nearby government hospitals and worked as COVID volunteers. Volunteers of NCC and NSS had rendered their service at Public Health Centres during the period of COVID pandemic

Elections to all the bodies of the college like IQAC, Staff Council, PTA, Staff Cooperative Society etc are held on the democratic principles envisioned in the Constitution. The election to Students' Union is also gives the students a foretaste of the most important process of any democracy. National Service Scheme of the College also played a part in

enriching the SVEEP programme of Election Commission of India (Systematic Voter's Education and Electoral Participation) prior to the Assembly Election 2021. An Electoral Roll Enrolment Programme was organised on 4th March 2021 to help new voters enroltheir names. The volunteers also presented a Flash Mob in the campus to propagate the importance of electoral participation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bamcollege.ac.in/wp-content/uploads/2022/04/PrincipalsReport2020-21.pdf
Any other relevant information	https://bamcollege.ac.in/activities/

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

Bishop Abraham Memorial College regularly celebrates national and

international commemorative days, events, festivals like Republic
Day, Independence Day, Holi, International Yoga Day, Swachh
Bharat Abhiyan Day, International women's day etc. In addition,
various other activities like Health awareness camps, COVID
vaccination drives, cleaning drives etc conducted for the welfare
of students, faculties and employees. NCC students take an active
part in organising the Independence Day and Republic Day
celebrations. On both these days, our national flag is hoisted
and the national anthem is sung by all the attendees.

Onam and Christmas celebrations are conducted with maximum
student support. Competitions namely Malayali Manka and Malayali
Maman are organised as part of Keralapiravi (November 1)
celebration.

Most often these celebrations are undertaken by the Departments
for whom the Day with its message is relevant. A lecture on World
Ozone Day by department of Botany and Bhoomithrasena, webinar on
Biodiversity conservation & Natural history to build up knowledge
to students on Nature conservation by department of Botany &
Nature Club, participation of students of Botany in Rashtragaan
conducted by the Ministry of Culture, Government of India on 15
August 2021 are some of the examples.

Due to the COVID pandemic, even though the institute is closed
for students, efforts were made to conduct various important
events on virtual mode.

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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice - 1

Title of the Practice: Implementation of Green Initiatives

Goal

- Create awareness about environmental issues among stake holders
- Inculcate eco-friendly attitude among stakeholders
- Promote the concept of organic living
- Realising a plastic free campus
- Promote concept of organic farming
- Create awareness about the use of non-conventional energy sources and eco-friendly waste management

The Context

Green initiatives are identified as the means for sustainable development and this means increasing efforts to support energy efficiencies increase water conservation, waste avoidance, and engaging in environmentally friendly practices. As an educational institution it is our responsibility to contribute in this direction.

The Practice

Green and Clean Campus is a project initiated by our college with the aim of creating a pollution free, green and healthy environment for the college and its surroundings. The project is launched under the slogan 'Think Clean and Go Green'. The project aims to inculcate awareness about environmental issues and Eco-friendly attitude among students. As part of the various environment friendly initiatives and awareness programmes are conducted by NCC, NSS, Energy Conservation Club, Nature Club and Bhoomitra Sena. Various programmes organised under this project aims to transform our stakeholders into advocates of nature conservation. All programmes conducted in the campus are organised in compliance with Green Protocol declared by Government of Kerala. The college has undertaken various energy conservation and water conservation initiatives like rainwater harvesting, installation of solar power plants, etc. We conserve water with rain water harvesting. Rain water collected from the roofs of our buildings are stored in purpose built rain water storage tanks. Currently we have capacity to store over 4,5 lakh liters of water. We have also been very proactive in conserving energy in every area of our operation. Our offices, IT systems, Computer Labs and computers in various departments utilizes electrical power from our solar plants with energy storage. We use many ways to reduce energy consumption including campus wide use of energy efficient LED lamps. Solar Thermal and Bio-gas

plants are used in college hostel. Various measures are taken as a follow up to keep the campus tidy and hygienic. The campus has been declared as a polythene free zone. Several awareness programmes on environmental issues and organic farming have been conducted for students and community around the institution to increase their awareness and participation in environmental protection.

Evidence of Success

The response of students towards green initiatives is positive and we were able to successfully implement various energy conservation initiatives and anti-plastic initiatives in the campus.

Problems Encountered and Resources Required

The major problem for implementation is finding adequate financial resources required for implementing various projects.

Best Practice – 2

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 become aware of the modern techniques in agriculture

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 give for improving the academic quality of students. Centralized 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 400m2 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. During monsoon season, it is not possible to conduct field related activities in open air.

File Description	Documents
Best practices in the Institutional website	https://bamcollege.ac.in/wp-content/uploads/2021/08/BestPractices.pdf
Any other relevant information	https://bamcollege.ac.in/iqac/

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 priority of the college is to open new vistas of knowledge to empower the rural youth. The college is committed in creating a suitable environment for the academic journey of students. Institution in this era of education 4.0, offers a variety of information technology resources to assist students and teachers with their studies. The initiatives of the college in this direction have enabled us the smooth transfer of offline mode to online mode in the current pandemic situation of COVID 19.

B. A. M. College management had the vision to start the project for Digitally Empowered Education (DEE) since 2018. The project was envisioned to address the problem of digital divide among its stakeholders and mould them into responsible digital citizens. The first step was to upgrade the IT infrastructure of the college for using in academic and administrative settings. Now two high speed Optical Fiber Cables (OFC) connect our campus to the Internet. The offices and departments are connected to our central Server Computer and the Internet through OFC Local Area Network (LAN) providing Gigabit connectivity. Departments and offices are provided with secure Cloud space with redundancy and remote backup for storing data including teaching material.

Faculty are provided with Bring Your Own Device (BYOD) facility to connect their Laptop Computers to the campus network. Students are provided with campus wide WiFi connectivity. After getting the required infrastructure in place, management ensured the effective use of the infrastructure by purchasing Microsoft Campus License. This licence enables the college to provide Faculty, Staff & Students e-mail on the college domain and Microsoft (Office) 365 application free of cost. The college's MOODLE platform, Portal for Online Education (POEd), provides various online educational programs which are utilized by Faculty, Students, and others across India. Our POEd team is in the process of adding many more courses to this program.

The meticulous efforts by management and departments have profoundly altered the delivery of educational information. The use of digital technology is gradually changing the entire concept of education. All these efforts enabled the college to start online classes within a few days of the directive from the University & Government at the time Covid-19 lockdown in the current academic year. The Microsoft Teams app available in Microsoft Campus License was utilised for the purpose. The College offered a variety of information technology resources to

assist students and teachers with their teaching-learning process. Necessary training programmes are also conducted for students, faculty members and administrative staff. A dedicated IT department provides all necessary assistance in this endeavour.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action for Academic Year 2021-22

- Conduct evaluation and revision of the existing certificate courses and introduction of new add-on courses/Value added courses.
- Establish more collaborations and linkages through MoUs.
- Infrastructure augmentation.
- Organise FDPs to empower the in-house faculty and the teachers of neighbouring colleges and institutions.
- Conduct more placement drives to provide job opportunities to the students.
- Invigorate the faculty to avail the projects funded by state and national agencies.
- Organization of National/International Seminar/Conferences