Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**BISHOP COTTON WOMEN'S CHRISTIAN COLLEGE**
Name of the head of the Institution	**Esther Prasanakumar**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**080-22212933**
Mobile no.	**9845194525**
Registered Email	**bcwcc123@gmail.com**
Alternate Email	**degreebcwcc@gmail.com**
Address	**No.19, 3rd Cross, CSI Compound, Bengaluru**
City/Town	**Bengaluru**
State/UT	**Karnataka**
Pincode	**560027**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Grace Premila**
Phone no/Alternate Phone no.	**08022129880**
Mobile no.	**9845654326**
Registered Email	**bcwcc123@gmail.com**
Alternate Email	**degreebcwcc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://bcwcc.org.in/pdf/aqar17_18.pdf

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://www.bcwcc.org.in/academic_calendar.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**86.50**	**2005**	**21-Sep-2005**	**20-Sep-2010**
2	**A**	**3.12**	**2014**	**05-May-2014**	**04-May-2019**
3	**B++**	**2.77**	**2019**	**01-Apr-2019**	**31-Mar-2024**

6. Date of Establishment of IQAC

31-Jan-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
State Level Seminar on Media and Kannada Literature in association with Karnataka Sahitya Academy	29-Aug-2018 1	70
International Multi-Disciplinary Symposium on Systems Management - an Overview	23-Jul-2018 1	52
National Level Workshop by Dept.of Hindi	01-Oct-2018 1	750

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link]()
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

International Multi Disciplinary Symposium TOPIC: SYSTEMS MANAGEMENT – AN OVERVIEW Speakers: 1) Prof. N.S. Ashok Kumar, Chairperson Dean, Faculty of Science, Bangalore University 2) Mrs. Ruth Susannah, HoD, Computer Science

Networking School of Business IT, Canada 3) Mr. Glen Brass, Founder Principal Consultant – Peoples Pulse

State Level Seminar on "Media and Kannada Literature" in association with Karnataka Sahitya Academy

National Level Workshop conducted by the Department of Hindi on Alakh Azadi Ki a theater performance by our students who were trained by Shri. Susheel Kumar Singh,a renowned stage artist,producer and director from Lucknow.The chief guests for the occasion were Shri.Uday Kumar Singh,President,Akhil Bharatiya Ekta Manch and Dr.Mythili Rao,Dean,Dept.of Languages,Jain University

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

Plan of Action	Achivements/Outcomes
Installation of Sanitary pad vending machine	Sanitary pad vending machine and incinerators were installed in November 2018
National Seminar	State Level Seminar on "Media and Kannada Literature" in association with Karnataka Sahitya Academy on 29.08.2018
International Seminar/Panel discussion/Workshop	International Multi-Disciplinary Symposium TOPIC: SYSTEMS MANAGEMENT – AN OVERVIEW on 23.7.2018
National Workshop	National Workshop on "Alakh Azadi Ki" by Dept.of Hindi on 01-10-2018
Extension of the campus	13 additional rooms for P.G and BBA with ICT facilities
Name plates for plants and trees	Botanical name plates for plants and trees were put up
Introduction of new PG course	Introduced M.Sc Psychology
Grievance Redressal through Internal Complaints Committee	Memorandum of Retainership was signed between the college and TSA's Harassment at Bay
Post Graduate Library	PG Library has been established with 10 computers with internet facility.
Facility for photocopying and printing (PG center)	Photocopying and printing service has been provided
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to	Yes

assess the functioning ?	
Date of Visit	**29-Mar-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**18-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The college has signed an MoU with Iolite Technology Pvt. Ltd. for Management Information System with effect from 2018 for a period of 3 years. The company has various modules covering all aspects of working of the institution. At present, the following modules are being used: • Administration and User Management • Faculty Evaluation (Student Feedback) • Attendance Module • SMS • Reports • Student Portal • Medical Leave**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Institution being affiliated to Bangalore University and Bengaluru Central University follows the prescribed curriculum and syllabus formulated by the University. The curriculum is designed in consultation with member colleges and professional bodies by the Board of Studies of the University. The semester calendar of events is issued by the University. The institution goes beyond the University Curriculum, to equip both staff and students by conducting orientations, workshops, seminars, guest lectures, field trips, panel discussions, industrial visits and collaborative awareness programmes to empower students and create awareness about new socio-economic trends and strategies. The Internal Quality Assurance Cell monitors national level seminars, conferences, symposium and panel discussions organized by the institution to serve as a platform for both staff and students to enhance their competencies. The college also prepares an academic calendar of events in line with the calendar of events issued by the University which consists of curricular, co-curricular and extracurricular activities. Staff and departmental meetings are held to discuss the plan of action for each semester on a regular basis. For effective implementation of the curriculum, teaching plan and work records are maintained by the faculty members. Relevant and suitable teaching methodologies are adopted. The work record and teaching plan is supervised periodically by the Principal along with the Head of each

Department. Certificate courses and skill development programmes such as personality development, career planning and soft skills development are offered by the institution to supplement the curriculum. Additional add-on courses such as Tally, UGC sponsored Networking with Netsim and Embedded courses are offered to make students employable with contemporary market demands. Curriculum activities are highlighted through the college calendar.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Tally ERP 9 by Alpha Tech Academy	NIL	01/08/2018	35	Thorough understanding of Electronic and Inventory Management, perform all basic accounting functions	Make students skilled prof essionals and empower them to make significant contribution s in their career.
Tally ERP 9,Web Designing and Excel	NIL	24/02/2019	35	Thorough understanding of Electronic and Inventory Management, perform all basic accounting functions	Make students skilled prof essionals and empower them to make significant contribution s in their career.
Fashion Designing by Faria Designer Studio	NIL	12/02/2019	90	History of Fashion, Fashion Illu stration, Design Ideas, Textiles and Pattern Making, Garment Cons truction, Boutique Management, Tie and Dye, Draping, Fashion Show and Photography.	Fashion Designing
Java Advanced Web Java	NIL	28/08/2018	55	Enhance IT skills and broaden their perspective	Enhance web programming skills

				towards java career oppor tunities.	
Networking with Netsim – UGC Sponsored Course	NIL	01/08/2018	40	It provides career oppor tunities as Network Engineer, System Engineer and Administrato r	Make students network prof essionals
Embedded System - UGC Sponsored Course	NIL	01/08/2018	40	Career opp ortunities in the field of Robotics and Embedded System Admin istrator	Make students proficient in robotics

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Psychology	18/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Psychology	18/07/2018

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

	Certificate	Diploma Course
Number of Students	165	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education	02/08/2018	1026
Chapel service for Christian students	02/08/2018	230
Tally ERP 9	01/08/2018	27
Java Advanced ,Web Java	28/08/2018	32
Legal Literacy	01/08/2018	192
Environmental Awareness	07/09/2018	30
Networking with Netsim	01/08/2018	36
Embedded System	01/08/2018	34

Fashion Designing	12/02/2019	13
Tally ERP 9, Web Designing and Excel	25/02/2019	23
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Project based Learning	92
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
A structured feedback covering the relevance of the syllabus, curriculum and infrastructure was prepared and the feedback was collected for the year 2018-19 from all students. Each class was given an opportunity to give their response online in total confidentiality. The results were downloaded and presented to the Principal. The feedback obtained with regard to curriculum shows an average of 3.64/5 for the year 2018-19. Similarly feedback is collected from faculty, parents and alumni and analysed. Based on the feedback and focussing upon the overall development of the Institution, the Principal along with the Governing Council have decided to take up the following initiatives: A compulsory certificate course for all B.Com students. Suggestions were made for a bridge course at the beginning of the semester to revise topics already covered in their previous year of study that would enhance student's learning ability and guarantee a smooth progress. Appointment of a new placement officer, wherein students will be guided towards more number of Internships and projects linking academia with industry on a regular basis.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Psychology	20	19	19
MCom	Commerce	30	25	25
BSc	Science	225	76	70
BCom	Commerce	245	244	225
BCA	Computer Applications	50	39	36

| BBA | Business Administration | 60 | 48 | 45 |
| BA | Arts | 120 | 63 | 58 |

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1189	67	47	3	50

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
50	32	6	12	12	2

View File of ICT Tools and resources

View File of E-resources and techniques used

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

The mentoring system has been implemented in our institution. Our institution has an integrated student mentoring system where the faculty act as a link between students and the institution. All the activities conducted for the academic year i.e. co-curricular and extra-curricular are planned for the upliftment of students with their respective capacities and skill sets. Students are encouraged to participate in team events, co-curricular activities, workshops, seminars, panel discussions and college fests. Mentors coordinate with parents regarding the progress of the student, attendance, peer pressure and personal problems. Mentors maintain a record of the same. Remedial classes are conducted for the weaker students on a regular basis, so that they perform well in the university examinations and the mentors submit a detailed report of their students to the Head of the institution annually.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1256	50	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
1	1	0	1	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2018	Prof Esther Prasanakumar	Principal	Teaching excellence award Dec 2018 PRESIDENCY UNIVERSITY
2018	Dr. Vinay Kumar Yadav	Professor	Teaching excellence award Dec 2018 PRESIDENCY UNIVERSITY
2018	Dr. Marie Kavitha Jayakaran	Professor	Teaching excellence award Dec 2018 PRESIDENCY UNIVERSITY
2018	Dr. Renuka Paul	Professor	Teaching excellence award Dec 2018 PRESIDENCY UNIVERSITY
2018	Dr. Marie Kavitha Jayakaran	Professor	Best Faculty Co-ordinator July 2018 Rotaract District Council
2018	Dr.Amitha Santiago	Professor	Membership award European Association for South East Asian Studies,Paris
2018	Dr. S Manonmani	Professor	Member of BOS and BOE ,Bengaluru Central University
2018	Dr. Vinay Kumar Yadav	Professor	Member of BOS ,Bengaluru Central University
2018	Mrs. Chaya Anilkumar	Assistant Professor	Member of BOS and BOE , Bengaluru Central University
2018	Dr. Susanna P	Professor	Member of BOS,Bengaluru Central University
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	A	Semester	16/05/2019	23/07/2019
BBA	B	Semester	16/05/2019	23/07/2019
BCA	R	Semester	16/05/2019	23/07/2019
BCom	C	Semester	16/05/2019	23/07/2019

BSc	S	Semester	16/05/2019	23/07/2019
MCom	CM	Semester	25/06/2019	28/10/2019
MSc	PY	Semester	25/06/2019	31/10/2019

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

Evaluation of the skills gained by the students is the focal point in attaining a degree. Continuous assessment and evaluation help to ensure that the student has the prerequisites expected of a graduate. The college has been affiliated to Bengaluru Central University and it adheres to the norms prescribed by the university. ? The university has both internal and external evaluation to assess the students on various aspects. ? The evaluation process is both conventional as well as modern, depending on the skills of the admitted students, which are as follows: a) The conventional method includes conducting written tests, assignments, revision work and the innovative method varies from group discussions, student seminars, presentations and quiz. b) Written tests are conducted for 30 marks as stipulated by the university norms and they make up a percentage of the final internal marks. The internal marks also include the average attendance, classroom performance and the participation of the students in extra-curricular activities. ? In the final year of the course, the students are given the opportunity to take up projects and the projects are assessed by external examiners. ? The written examinations, assignments and classroom presentations have developed the communication and interpersonal skills of our students.

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

? The college is affiliated to Bengaluru Central University and follows the university norms strictly. ? The university provides an academic calendar for the date of commencement and end of classes for every semester. ? Based on the norms of the university, the Principal and the HODs decide on the dates for academic activities, extracurricular activities and internal examinations. ? Departmental timetable is prepared by each department facilitating the teachers to allot sufficient time for each subject as per university workload. ? On an average, the college functions for 100 working days per semester. ? A work record is maintained by the teachers according to the classes taken and the teaching plan for the semester. ? The timetable for each internal assessment is prepared well in advance and subject teachers are given ample time to set the question paper as per the university norms. ? The internal assessment papers are corrected within 15 days and are discussed with students for better understanding on how to approach the questions properly. ? Students are also assessed on the basis of seminars, assignments, presentations and projects. ? The college has an excellent work culture and therefore it seldom faces difficulties in completing the curriculum within the planned time frame of the calendar.

2.6 – Student Performance and Learning Outcomes

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

http://www.bcwcc.org.in/program_outcome.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
A	BA	Arts	60	49	82
S	BSc	Science	38	31	82
C	BCom	Commerce	175	144	82
B	BBA	Business Administration	57	56	98
R	BCA	Computer Applications	32	26	81
CM	MCom	Commerce	23	23	100
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2.7 – Student Satisfaction Survey

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

 http://www.bcwcc.org.in/student_satisfaction_survey.html

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	1095	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
State Level Seminar on Media and Kannada Literature in collaboration with Kannada Sahitya Academy	Kannada and Journalism	29/08/2018
Workshop on Psychological First Aid	M.Sc Psychology	11/10/2018
Seminar on Business Ethics	M.Com	13/11/2018
Literary Workshop on Story Writing	English	01/02/2019
Workshop on Python	Computer Science	05/02/2019
Soft skill training workshop on Inter-personal communication and team building in association with Deccan Herald	Journalism	09/02/2019

Workshop on Big data with Hadoop	Computer Science	04/04/2019
Workshop on Photoshop	Computer Science	13/04/2019
Career Opportunities in Industries	Chemistry	02/05/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Gold medal for securing highest marks in B.Sc Degree Examination	Samreen Firdose	Bangalore University	23/07/2019	Academics
Membership award	Dr.Amitha Santiago	European Association for South East Asian Studies,Paris	11/09/2018	Social Science Institute
Best Faculty Co-ordinator	Dr. Marie Kavitha Jayakaran	Rotaract District Council	07/07/2018	Rotaract
Best Institution – 55th position in India	Bishop Cotton Womens Christian College	Education World	28/02/2019	Arts, Science, Commerce Colleges
Teaching Excellence Award	Prof.Esther Prasanakumar	Presidency University	10/12/2018	Arts, Science, Commerce Colleges
Teaching Excellence Award	Dr. Vinay Kumar Yadav	Presidency University	10/12/2018	Arts, Science, Commerce Colleges
Teaching Excellence Award	Dr. Marie Kavitha Jayakaran	Presidency University	10/12/2018	Arts, Science, Commerce Colleges
Teaching Excellence Award	Dr.Renuka Paul	Presidency University	10/12/2018	Arts, Science, Commerce Colleges
Gold medal for securing highest marks in Home Science	Noor E Saba	Bangalore University	23/07/2019	Academics
Gold medal for securing highest marks in Home Science	Kavya Shree M	Bangalore University	23/07/2019	Academics,SC/ST category
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	In-Volve: Incubation and Innovation Centre	College	Sweet and Spice	Baking	27/09/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	1	3

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

Department	Number of Publication
English	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2018	0	NIL	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2018	0	0	NIL

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

Number of Faculty	International	National	State	Local
Attended/Semi	3	8	2	13

nars/Workshops				
Presented papers	3	4	1	1
Resource persons	3	4	0	8
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Outreach Programme,Grocery items donated by students to an Old Age Home (The Little Sisters of the Poor)	5th Oct 2018, BCWCC	5	1256
SCM,Marking the 10th year of Kandhamal Violence	26th August 2018, SCMI BCWCC	0	20
E-Cell,E-Week "be a doer not a dreamer"	20th February to 23rd February 2019, E Cell BCWCC	5	60
Eco Watch,"Green day" "Clean day"	8th September 2018, Eco Watch Club BCWCC	3	40
Youth Red Cross,Blood donation camp	18th March 2019, Youth Red Cross Unit BCWCC. 86 units of blood were collected and donated to Kidwai Institute of Oncology	2	200
Rotaract,Kerala Relief	7th Sept 2018, Rotaract Club BCWCC	3	20
YWCA,World Day of Prayer	1st March 2019, YWCA BCWCC	1	6
NCC,Rifle Drill	11th to 15th Feb 2019,1 Kar Girls Battalion	0	25
NSS, Independence Day	15th Aug 2018, NSS BCWCC	2	180
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

Support Assistance to the Rotaract Movement	Certificate of Appreciation	Rotaract District Council	36

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS	16th Aug 2018 ,Dept. of Horticulture Lalbagh Botanical Garden NSS BCWCC	Swachh Bharat Abhiyan	1	32
NCC	14th March 2019, Joel Memorial Charitable Trust	Visit to Central Prison	2	5
YWCA	1st March 2019 ,YWCA BCWCC	World Day of Prayer	1	1
Rotaract	10th March 2019, Administering of polio drops Rotaract Club BCWCC	Polio Immunization	0	6
Youth Red Cross Unit	18 March 2019 ,Youth Red Cross Unit BCWCC	Blood donation camp 86 units of blood were collected and donated to Kidwai Institute of Oncology	2	200
Eco-Watch	8th September 2018, Eco Watch Club BCWCC	Green day,Clean day	3	40
E-Cell	6th Feb 2019, E Cell BCWCC	Craft Workshop Mitralaya Girls High School	0	5
SCM	17th Oct 2018, SCMI BCWCC	Eradication of Poverty Day	0	30
Outreach Programme	25th Feb 2019 Dept of Management	Stationery and craft materials	2	30

	Studies BCWCC	donated by students to Arpana School of Special Education			

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work / Internship	A study on Training and Development of the employees at Anant Pvt. Ltd.	AnantcarsAuto Pvt. Ltd.	14/03/2019	13/04/2019	2

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Concordia College, New York	19/07/2018	Twinning Programme	0
CSI Hospital, Bengaluru	01/06/2018	1)Avail the services of a doctor and a full time qualified nurse for the infirmary 2)Conduct annual medical check up for all the students	1256
Mitralaya Girls High School Composite Junior College,Bengaluru	01/09/2018	Use of sports facilities	1256
Iolite Technologies (P)	01/04/2018	Management Information System	1338

Ltd			
TSA harassment at Bay	09/08/2018	Prevention of Sexual Harassment for Women at Workplace	6

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4611000	3824417

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSOFT	Fully	9.8	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3630	1129208	79	17339	3709	1146547
Reference Books	432	830007	12	27620	444	857627
e-Books	0	0	10687	23570	10687	23570
Journals	41	49212	0	0	41	49212
e-Journals	0	0	1503	23570	1503	23570
Digital Database	0	0	4	11400	4	11400

| CD & Video | 273 | 20894 | 5 | 0 | 278 | 20894 |
| Others(s pecify) | 670 | 737330 | 176 | 34841 | 846 | 772171 |

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	135	65	65	8	0	21	41	200	0
Added	40	0	0	10	0	0	0	0	30
Total	175	65	65	18	0	21	41	200	30

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

200 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	[NIL](#)

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
700000	526593	2546500	2534195

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

? The college has a full time assistant supervisor to oversee the overall maintenance of all facilities on campus. ? He is assisted by a team of 30 staff. ? Issues relating to maintenance are communicated to the Principal in writing which are conveyed to the supervisor to be dealt with as soon as possible. ? Full time lab attenders attend to the laboratories. ? The Librarian is assisted by two attenders to ensure the smooth functioning of the Library and its facilities. ? The college has a part time system administrator from CITO Co as part of an AMC to oversee the maintenance of all computer systems ,

LCD's and networks. ? All telephone and intercom systems are maintained as per an AMC with COMPAC Telesystems. ? The College has a back- up generator to ensure uninterrupted power supply which is maintained under an AMC with Intertech Generators. ? Voltage stabilizers and UPS systems have been installed to ensure protection of equipment. ? 5 water purifiers have been installed for the usage of all staff and students and are maintained by an AMC with Aquaguard Company Ltd. ? College is conscious of the large waste it generates. Waste is segregated into wet and dry waste and public spaces within the campus have different bins for the same. ? Wet waste is composted and used as fertilizer for the upkeep of the campus flora. ? 30 full- time house- keeping staff keep the campus clean. The campus is cleaned once during the day while the washrooms are cleaned twice a day. ? To cater to any electrical, plumbing, carpentry, painting and masonry work the supervisor hires contractors on an on-call basis.

http://bcwcc.org.in/facilities.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	119	718040
Financial Support from Other Sources			
a) National	Scholarships	84	2450024
b)International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring	27/07/2018	1256	Faculty of Bishop Cotton Women's Christian College, Bangalore.
Personal Counselling	23/07/2018	460	Mrs. Yallina Thomas, Counsellor Bishop Cotton Women's Christian College
Language Lab	20/09/2018	30	Mr. Vivek Bhasin, Young India Films, Chennai.
Remedial Coaching	14/09/2018	720	Faculty of Bishop Cotton Women's Christian College, Bangalore.
Soft Skill Development	09/02/2019	45	Deccan Herald's special program for colleges
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career Opportunities in Industries(Department of chemistry)	150	150	0	0
2018	Career Guidance Session (Department of Computer Science)	36	36	0	0
2018	Career Counselling (Department of Biotechnology)	50	50	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
310	208	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
ITSS Global	6	0	Apple, HP, Infosys.(Held at Bishop Cotton Academy of Management, Yelahanka),TCS	11	1
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

| 2019 | 1 | BBA | Management Studies | St. Josephs College | M.Com |

| higher education |

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

Items	Number of students selected/ qualifying
Any Other	8

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

Activity	Level	Number of Participants
Student Welfare Committee	Institution Level (Intra-collegiate)	200
Dept. of Computer Science	Institution Level (Intra-collegiate)	30
Dept. of Management	Institution Level (Intra-collegiate)	120
Nishka- Dept. of Management Studies	Institution Level (Inter-collegiate)	50
Dept. of Psychology	Institution Level (Inter-collegiate)	40
Francofel –Dept. of French	Institution Level (Inter-collegiate)	15
Hindi Divas-Dept. of Hindi	Institution Level (Intra-collegiate)	222
Kannada Nadu Nudi Habba – Dept. of Kannada	Institution Level (Intra-collegiate)	119
Disha 2018	Institution Level (Inter-collegiate)	739
Annual Athletic Meet	Institution Level (Intra-collegiate)	1256

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	0	0	0	NIL
2019	NIL	International	0	0	0	NIL

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

The Student Council at Bishop Cottons Women's Christian College is elected democratically by the students and consists of 9 members - President, Vice President, General Secretary, Treasurer, Chapel Secretary, Sports Secretary, Literary Co-ordinator, Student Christian Movement Secretary and Cultural Secretary, assisted by Class Prefects, Cultural Prefects, Sports Prefects and Chapel Prefects of each class. After the elections, a one-day Leadership Training Programme is organised for the members of the Student Council. The duties, functions, privileges, and term of office are set out by the institution. The Student Council works in collaboration with Staff and Management for various tasks that are assigned. The Student Union is a vital stakeholder within the college since various decisions require consultation with the Student Union. The college through this process embraces the notion of co-operative governance. In line with the definition of governance, the roles and responsibilities of the Student Union include: ? Participating in institutional decision-making structures. ? Advising and supporting the delivery of effective and efficient student support services. ? Managing and administering student representation at different levels. ? Representing the views of the students to college administration. ? To enhance communication between students, administration, staff and parents. ? To promote an environment conducive to educational and personal development. ? To promote friendship and respect among students. ? To promote co-curricular and extracurricular activities by providing the platform. ? To support the administration and staff in the development of the institution. ? To represent the views of the students on matters of general concern to them. ? To promote the core values as defined in the Mission Statement of the college. ? To coordinate activities of students of various departments. ? To actively participate in the conduction and organisation of various events such as inter-collegiate fests,annual athletic meet and investiture. ? To coordinate the functioning of various clubs. There is one student representative as part of the Internal Quality Assurance Cell and three student representatives as part of the Internal Complaints Committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

315

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

157500

5.4.4 – Meetings/activities organized by Alumni Association :

ACTIVITIES - Interacted with the present students on Career Opportunities. MEETING - 02 • Invited 50 alumni to interact with the NAAC peer team on 29th March 2019 • Alumni meet on 27th July 2018 with 110 participants

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Teamwork and leadership qualities are promoted. A decentralized functioning mechanism empowers the departments to function with a greater flexibility. To

encourage participative management and decentralized governance, the institution has empowered its departments through delegation of authority and defining roles and responsibilities at various levels by formation of various committees. This has helped in grooming leadership among the staff. One such committee where decentralization is evident is the Internal Complaints Committee (ICC). This committee has been set up as per the norms of the "Sexual Harassment of Women at Workplace Act 2013". A Memorandum of Retainership was signed between the college and TSA's Harassment at Bay. The members of this committee consist of staff members and student members and an external member from TSA. The term of each member is for a period of 3 years as the MOR signed is for a period of 3 years. The members are as follows: Presiding Officer- Dr. Marie Kavitha Internal Members 1. Dr.Vinay Kumar Yadav 2. Mrs.Yallina Thomas 3. Mrs.Prathiba David 4 .Mrs.Leena Wesley External members 1. Ms.Melanie 2. Mr.Alwyn Sebastian Student Members 1. Nusrath Fathima – B.Com 2. Krithi Rao – B.A 3. Nayanatara Rao - B.Sc. This is an independent committee and does not include the Management nor the Principal. Complete autonomy is given to the committee members to handle complaints, grievances and enquiries. The scheduled services of the committee are as follows 1. Handling POCSO related matters (students in the age group of 16-18 years) including a) Informing the special police about the incident to avoid unrelated charges. b) Awareness sessions for the teachers. c) Assist the institutional head in fulfilling legal formalities. 2. Create awareness regarding cyber space and its related crimes. Support victims of cyber-crime by assisting in the filing of complaints under the provision of IT Act. 3. Undertaking the mandatory compliances under Prevention of Sexual Harassment of Women at Workplace Act. a) Drafting and execution of the order in writing for the formation of Internal Complaints Committee by the Head of the Institution. b) Formulating the sexual harassment policy along with the Complaints Forum. c) Training the committee members on handling a complaint and the enquiry proceedings. d) Conducting awareness programs for teachers and admin staff alike. e) Conducting enquiry proceedings, preparation of enquiry report. f) Supporting cases of workplace harassment other than sexual harassment. 4. For matters relating to Parent – Administration disputes. The firm will provide legal advice on how to resolve the cases only if the matters escalate.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	? The applications for various courses are made available online which can be downloaded by the students and duly filled applications are submitted to the office in person. ? The selected students can pay the fees on the same day after an interview with the principal. ? As our institution is a minority institution it is not mandatory to fill the seats meant for the SC/ST candidates.
Industry Interaction / Collaboration	? The college organises industrial visits for the BBA, B.COM, B.Sc. and BA Students. ? The department of Bio-technology has signed an MOU for 3

	years with "LUVIT Chocolate factory" for an internship programme for students
Human Resource Management	? Recruitment of staff is done through newspaper advertisements followed by demonstration classes which are chaired by subject experts, the principal and the HODs ? Short listed candidates are called for an interview by the management on the basis of which they are selected. ? The staff are expected to abide by – service rules, promotional policies and performance appraisal. ? Grievance redressal mechanism is made available for the welfare of the staff. ? In case of absence of a staff the classes are substituted by other subject teachers.
Library, ICT and Physical Infrastructure / Instrumentation	? New Post graduate Library for M.Sc. course has been established which is equipped with 10 computers with internet facilities for browsing. ? Facility for photo copying and printing has been provided. ? New staff rooms and class rooms for M.Sc. ? More ICT enabled classrooms
Curriculum Development	? In the year 2018 new PG course in Psychology was introduced by the management. ? Since the Bangalore University has been trifurcated as Bangalore University, Bangalore Central University and Bangalore North University, our institution comes under the purview of Bangalore Central University. ? The syllabus for both UG and PG is followed as per the guidelines of Bangalore Central University which includes open elective paper for M.Sc.
Teaching and Learning	? In order to cater to the increasing job opportunities and demand, new courses have been introduced in Humanities Social Sciences-(M.Sc Psychology) ? The following Certificate courses have been introduced: Tally ERP 9 by Alpha Tech Academy, Fashion Designing by Faria Designer Studio, Web Designing and Excel JAVA Advanced, Web JAVA Networking with Netsim – UGC Sponsored Course Embedded System- UGC Sponsored Course ? The following value-added courses imparting transferable and life skill offered: Value Education, Fashion Designing, Chapel Services, Tally ERP 9, Web Designing and Excel, Networking with Netsim,

	Embedded System, Java Advanced Web Java, Legal Literacy, Environmental Awareness by Eco Watch.
Examination and Evaluation	? Internal assessment for all courses and subjects is done strictly as per University guidelines. ? The college conducts internal assessment throughout the semester ? For the subjects that follow 50 marks the following process is observed a) Attendance - 10 marks, Assignment -10 marks Tests - 30 marks. b) The evaluation of the skills gained by the students is a focal point in attaining a degree. The University has both internal and external evaluation to assess the students on various aspects. The final year students are given the opportunity to do projects and the quality of their skills is assessed by external examiners.
Research and Development	? The management encourages both the faculty members and the students to take up minor and major projects, teaching staff in attending conferences, seminars, workshops and faculty development programmes. ? To encourage these activities, OD is given for teachers attending the programme. ? Registration fee is paid by the college.

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

E-governace area	Details
Planning and Development	There is no particular software being used for this purpose. Messages are sent through MIS.
Administration	The College is affiliated to Bengaluru Central University and Bangalore University, therefore the university portal is used for administrative purpose.
Finance and Accounts	Tally software is used for financial accounting and Saral TDS is used for computing Income Tax for staff.
Student Admission and Support	Attendance- Knowedge Pro Software from Iolite is used to enter attendance online and updates are sent to parents on a weekly basis. Messages are sent through MIS.
Examination	As the college is affiliated to Bengaluru Central University and Bangalore University, exam details are uploaded using the University portal. Internal Assessment marks are also entered through the University portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mrs. Chaya AnilKumar	National Conference on " A Multidimensional Approach to Culture Gender roles "	St. Claret College	600
2018	Dr. Vinay Kumar Yadav	UGC sponsored two days National Level Seminar	Bangalore University	500
		[View File](#)		

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Orientation Programme titled "Servant Leaders"	NIL	27/06/2019	27/06/2019	55	0
			[View File](#)			

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	5	10/08/2018	10/08/2018	1
Faculty Development Programme	1	11/10/2018	11/10/2018	1
Faculty Development Programme	1	19/01/2019	19/01/2019	1
Faculty Development	2	23/02/2019	23/02/2019	1

Programme				
Short Term Course	1	13/08/2018	08/10/2018	56
Short Term Course	1	11/02/2019	08/04/2019	56
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	1	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Fees Concession, Teachers day gift, Christmas gift, Staff Trip, Medical Insurance	Fees Concession, Christmas gift, May day gift, Staff trip, Medical Insurance, Uniform, E.S.I	Scholarship, CSI Concession, Special Concession, Merit Concession, CSI Special Concession Fees, Concession (Above 90 marks)

6.4 – Financial Management and Resource Mobilization

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

Internal audit was done by IQAC members. Academic external audit was done by the Local Inquiry Committee of the Bengaluru Central University for the year 2018-19.The committee visited our college on 22/03/2018.The compliance report for the year 2018-19 was issued by the Local Inquiry Committee. External financial audit done at the end of financial year, by Mr C Ram Mohan, Chartered Accountant for the financial year 2018 – 2019.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management	7056465	Christmas gift,Teachers day gift,Medical Insurance,May Day gift,Staff Trip,Fee Concession for children of faculty members
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6.4.3 – Total corpus fund generated

7056465

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inquiry	Yes	IQAC members

		Committee		
Administrative	Yes	Mr.Ram Mohan-Chartered Accountant	No	Nill

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

Endowment Prizes have been instituted by parents which are given to meritorious students at the end of every academic year. Sri Raksha Prize for highest marks in Auditing, Sangeetha Sen Memorial Prize for highest marks in History, Economics, Sociology and Psychology 2.Parents are represented in the board of management and governing council. Parent Name – Mrs. Sheeba Reuben. 3.Sponsor/Set up stalls during the Inter-collegiate Literary and Cultural Fest.

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

The following are the programs to support the physical and psychological well being of the support staff 1.A three day excursion to Coorg was organised for all the support staff . 2. May Day was celebrated with a cultural programme followed by lunch and monetary gift was provided. 3. All support staff are covered under medical insurance. 4. The college also provides uniform for all the support staff.

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

1.Infrastructure – Zoology lab was set up 2.More ICT enabled classrooms 3.Introduced M.A English 4.Set up a Board Room

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	International Multi Disciplinary Symposium on "Systems Management – An Overview	23/07/2018	23/07/2018	23/07/2018	52
2018	State Level Seminar on "Media and Kannada Literature"	29/08/2018	29/08/2018	29/08/2018	70
2018	National Level Workshop by Dept.of Hindi	01/10/2018	01/10/2018	01/10/2018	750
2018	Guest	22/11/2018	22/11/2018	22/11/2018	60

2019	Lecture by Dr. Srikanta on Preparation for NAAC visit, Report Writing				
2019	Grievance Redressal through Internal Complaints Committee	16/01/2019	16/01/2019	21/01/2019	6
2019	Academic Audit	29/03/2018	29/03/2018	29/03/2018	50
2019	Financial Audit	20/05/2019	20/05/2019	30/05/2019	3

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness Programme on HepatitisB	07/08/2018	07/08/2018	8	0
Awareness Programme on Menopause	08/10/2018	08/10/2018	19	0
Awareness Programme on Juvenile Imprisonment	08/02/2019	08/02/2019	50	0
Health and Hygiene	09/02/2019	09/02/2019	50	0
Gender Equality and Education	11/02/2019	11/02/2019	20	0
Program on Menstrual Hygiene	12/02/2019	12/02/2019	50	0
Pulse polio programme	11/03/2019	11/03/2019	6	0
Training the new ICC Members on conducting the enquiry	18/08/2018	18/08/2018	7	0

Awareness Questionnaire on sexual Harassment	30/08/2018	30/08/2018	43	0
Consultation with external Members	18/01/2019	18/01/2019	5	0
Awareness workshop for the students	16/03/2019	16/03/2019	55	0

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

Percentage of power requirement of the University met by the renewable energy sources
• Vermicomposting • Celebration of Water Day, Green Day, Clean day • Swachh Bharat Abhiyan and a Rally on Swachh Bharat was organised • Gifting Green mementoes to any guest speaker visiting the campus. • The campus is decorated with eco-friendly materials during the college fests. • LED bulbs used • E Waste collected from college and sent to recycling agency • Solid Waste Management • Segregating dry and wet waste • Shramadhana • Planting saplings • Eco trips organised to impart knowledge about ecological balance. • Wall Graffiti depicting environment conservation • Reusing waste cans, tins and tyres for gardening. • Maintaining medicinal garden.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/02/2019	1	Arpana School of Special Education (Community	Stationery and Craft	32

						Service)		
2019	1	1	25/04/2019	1	Bangalore Hospice Trust	Supplied cleaning agents	32
2019	1	1	27/03/2019	1	His Paradise for the Deserted-Orphanage for the specially abled children	Distributed Groceries	7
2018	1	1	05/10/2018	1	Outreach Programme	Grocery items were donated by students to the Little Sisters of the Poor, an old age home	1256
2018	1	1	11/07/2018	1	Annadata	Distribution of fresh homemade food	12
2018	1	1	23/07/2018	1	PANTS (Good TSexual Abuse Awareness	Saraswati Govt. School	10
2018	1	1	07/09/2019	1	Kerala Relief	Donation – Rice, Dal, Oil, Soaps, Toothpaste..	23
2019	1	1	10/03/2019	1	Polio Immunization	Administering of Polio Drops	6
2019	1	1	14/03/2019	1	Visit to Central Prison	International Women's Day Celebration	7
2018	1	1	16/08/2	1	Swachh	Cleanli	51

| | | | 018 | | Bharat Abhiyan at Lalbagh Botanical Garden | ness Campaign | |

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

Title	Date of publication	Follow up(max 100 words)
Chapel Services	12/07/2018	Chapel Services are conducted to encourage the students to grow spiritually which strengthens them when they face any trials.
Value Education classes	13/12/2018	Value Education classes are held every alternate Thursdays in order to give an insight about morals and ethics, motivate students to be achievers and contribute to the society. It is an interactive session which includes topics such as values, life enrichment skills, interpersonal relationship and personality development. The book is intended to bring awareness about the value system such as love,sharing, integrity, respect for others as well as revitalizing the institution of family which need to be the cradle to nurture the values. Our aim is to make students agents of qualitative change.
Counselling	30/07/2018	Through Counselling, a student is helped to overcome their behavioural problems. The student is encouraged to make their own decisions responsibly.
Assembly	05/07/2018	Each class conducts a theme-based assembly in accordance with the special events /days/festivals. The programme includes Bible Reading. Prayer, skit,

		choreography related to the theme.
Code of Conduct	25/07/2018	The college follows a strict code of conduct and discipline for students. These rules are emphasised during student orientation programmes. The College insists on starting the day by invoking God's blessings. Students are expected to conduct themselves with dignity. They must observe norms of decency in the campus. Irregularity in attendance, being discourteous to staff members, neglect of work, misconduct leads to suspension/expulsion from college. Students are expected to maintain cleanliness of the campus and are sensitized towards combating depletion of resources by ensuring that all lights and fans are switched off before they leave their classrooms. The college prescribes a modest dress code for all students. A student has to maintain 75 percent attendance in all subjects to be eligible to write the University Examination. It is mandatory for all parents to attend the Parent Teacher Interaction which is scheduled after the internal tests to monitor the progress of their ward. The code of conduct laid by the Board of Management for faculty members is in the form of service rules issued to the staff after their confirmation.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
E-waste	10/02/2019	19/02/2019	11

collection-E-waste was collected from staff and students and sent to a recycling agency.			
Letters to soldiers-solidarity with soldiers	14/02/2019	14/02/2019	85
Annadata	11/07/2018	25/01/2019	12
Bridge English- Teach English to YWCA primary School, K.S.Gardens	25/01/2019	05/04/2019	3
Gratitude day- Acknowledgment of service of security staff of the college.	13/11/2018	13/11/2018	7
Independence Day celebration	15/08/2018	15/08/2018	182
Rifle Drill in collaboration with 1 Kar girls battalion	11/02/2019	15/02/2019	25
[View File](#)			

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

• Paperless office: The office sends messages and circulars to staff and students regarding the general holidays, fees payments, deadlines of payments, information about the staff meetings etc., by the software portal called KnowledgePro. The student's attendance is also updated by using the same. The parents are informed about their wards attendance by the weekly attendance sent by the same portal. • Green Landscaping with trees and plants: The College maintains beautiful lawns which creates a lush green atmosphere, with lot of flowering plants both on land and in hanging pots. Lot of shade giving avenue trees add to the greenery on campus. Green Cafeteria initiated and maintained by the Eco Watch Club of the college creates a healthy atmosphere at the cafeteria. • Plastic Free Campus: The College encourages staff and students to avoid the use of plastic and to substitute it with eco-friendly papers. The canteen uses steel plates and glasses as against plastic. Paper /Eco friendly materials are used for any decoration in the campus. • Green mementos are presented to the chief guests for any event conducted in the college. • Wall Graffiti depicting environment conservation. • E-waste was collected from staff and students and sent to a recycling agency.(E-waste Solutions) • Celebration of Water day,Green day and Clean day • Shramadhana • Swacch Bharath • LED bulbs used • Solid Waste Management • Segregating dry and wet waste • Planting saplings • Reusing waste cans,tins and tyres for gardening • Maintaining medicinal garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 :Rotaract Club - http://www.bcwcc.org.in/rotaractclub.html The college is proud to have the Rotaract Club for our students to be a part of the humanitarian services, practice high ethical standards from the student life

itself and help build goodwill and peace in the society. Our students take part in various programmes organised by the Rotary Club thus doing their little service to the society. The Rotaract Club was started in September 2010 in association with Rotary Club, Banashankari. The goals of the Club are: (1) To develop professional and leadership skills (2) To promote opportunities for personal and group activities with a view of serving the community, and promoting international understanding and goodwill towards people. The Club conducts several vocational workshops and organizes outreach programmes. The Club's greatest distinctions are its collaborations with the Rotaract Club of Kathmandu, Nepal and joint projects conducted together. Activities of Rotaract Club: Fresh home-made food "Annadata" was distributed by students and staff for the under privileged. PANTS – A program on Good Touch and Bad Touch was conducted in three schools between March and November 2018. Bridge course in English was conducted for YWCA Primary School in KS Garden every week on Fridays from January to April 2019. When Kerala was affected by floods in September, grocery and other items were donated by students and staff. The staff and students conducted an outreach programme at St. Patricks Orphanage and Gerizum Orphanage, and Nightingale Day Care for the elderly in August and November 2018 by distribution of food and by conducting entertainment programme. A short movie and games were conducted for YWCA School in KS Garden. To express solidarity with soldiers, a letter was sent to the soldiers by the students on Valentine's Day 2019. Polio immunization was conducted in March 2019. E-Waste collection was done by staff and students and sent to a recycling agency (E-waste Solutions) In October 2018, students were trained from United Mission High School to perform at Rota Fest. Thus the staff and students of the Rotaract Club were actively involved in humanitarian services in the year 2018-19. Best Practice 2: Eco-Watch Club – weblink :http://www.bcwcc.org.in/eco.html Title of the Practice: Conservation of Environment through Experimental Learning. The objective of Eco-Watch Club is to bring awareness and a sense of responsibility among the students towards maintaining a clean and green environment. The Eco Watch Club was started to keep the campus looking green and clean and promote the importance of preserving our rich natural resources, to educate students in maintaining Eco Park, Aviary and Herbal Garden. In order to promote ecological awareness amongst the students, the Eco Watch Club organises many meaningful activities every year such as Celebration of Eco-Day, Planting of Saplings, Inter-Class competitions for different events like cooking without fire, photography, painting and wealth from waste. The club organises eco trips to impart knowledge about the ecological balance. The activities conducted by the club for the year 2018-19 are as follows: Green and Clean Day was celebrated in the month of September where the focus was on planting saplings and maintaining the greenery in the campus and keeping the campus clean. The walls were painted with graffiti depicting environment conservation. Students were involved in cleaning and de-weeding the green cafeteria and medicinal garden making it look green and beautiful. Solid Waste Management-: Students were taught to manage the solid waste of the campus by microbial degradation method. Painting of waste cans, tins and tyres were done to beautify the campus with flowering plants. Eco-store was opened in the campus where plants grown in the campus were sold. Eco-day was celebrated on 12 April 2018. Thus, the students enjoy their leisure time amidst the greenery maintained by the Eco-Watch Club. The Medicinal Garden and the Green Cafeteria that is maintained enhances the beauty of the college, and the paintings done by the students portray their skill in painting, and also share their message on saving the earth.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.bcwcc.org.in/rotaractclub.html

7.3 – Institutional Distinctiveness

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

Bishop Cotton Women's Christian College has always strived to achieve academic excellence. It aims to provide quality education which encourages the student community to be responsible citizens. The vision of the college is to educate individuals to think and act as ethical leaders which will help in the creation of a new social order based on human dignity, equality and opportunity with social, political and economic justice. Keeping aloft this vision, the students are encouraged to imbibe the values by leading and participating in curricular, co-curricular and extra-curricular activities.Students with the help of student council members work as a team in conducting the two day Annual Inter Collegiate Literary and Cultural fest "Disha 2018" with the theme "ECHECS' (French word for Chess)- 'The Queen's Resurgence'. This theme was decided to highlight the multi-faceted nature of women who when 'Checkmated' finds avenues to resurge and fulfil the responsibilities to the best of her ability. Thirty three off-stage events and 9 on-stage events were organised. The students play a vital role in planning the events, designing the brochures, getting sponsors for the event and confirming participation from around 50 colleges. Students are encouraged to set up stalls on these days giving them an opportunity to enhance their entrepreneurial skills. The campus is decorated with eco friendly materials thereby promoting ecological awareness.Each class is encouraged to put up Tuck shops once a year in the campus thereby giving them a better learning environment. The E-Cell of our college which is created in co-ordination with National Entrepreneurship Network encourages the students to be job providers. The students of the college actively participate in community activities throughout the year by being members of the different clubs such as Rotaract, NSS,NCC,Youth Red Cross Unit and E-Cell.Bishop Cotton Women's Christian College, through all these activities, moulds its student body and provides them a platform which facilitates them to be ethical leaders, who show respect to all members of the team by listening to them attentively, valuing their contributions, being compassionate, and being generous while considering opposing viewpoints.

Provide the weblink of the institution
http://www.bcwcc.org.in/

8.Future Plans of Actions for Next Academic Year

• It was planned to apply for M.A English , M.Sc Home Science , MBA ,BBA (Aviation) and three new combinations in Bachelor of Arts 1) History,Journalism,Travel and Tourism 2)Journalism,Political Science,Sociology 3) Journalism,Political Science,Psychology. • Appointment of a placement officer. • Continue the MOU with Mitralaya Girls' High School and Composite Junior College and with CSI Hospital to have a doctor on call and a full time in-house nurse to meet medical emergencies. • Each department to conduct guest lectures/seminars/conferences/FDP. • Departments are encouraged to take up minor research projects. • Introduction of bridge course in all departments. • A plan to construct the third floor. • Set up more ICT enabled classrooms. • Installation of digital notice board. • Installation of additional computers in Commerce lab. • Establishment of Board room and Zoology Lab.