



## Yearly Status Report - 2019-2020

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	BISHOP COTTON WOMEN'S CHRISTIAN COLLEGE
Name of the head of the Institution	Prof. 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
City/Town	Bengaluru
State/UT	Karnataka
Pincode	560027
<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Prof. Prathiba David
Phone no/Alternate Phone no.	08022129880
Mobile no.	9740517508
Registered Email	prathiba0810@gmail.com
Alternate Email	iqacbcwcc@gmail.com
<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://bcwcc.org.in/pdf/aqar18_19.pdf">http://bcwcc.org.in/pdf/aqar18_19.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes

if yes, whether it is uploaded in the institutional website: Weblink :

[http://bcwcc.org.in/pdf/Calendar\\_Events20.pdf](http://bcwcc.org.in/pdf/Calendar_Events20.pdf)

## 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
Workshop on Importance of Yoga in our Daily Life	01-Feb-2020 1	62
Workshop on IPR for Spurring Innovation and Creativity	08-Feb-2020 1	56
International Multi-Disciplinary Symposium on SVASTHYA-Way to Wellness	25-Feb-2020 1	105
Inter Collegiate Seminar on Contemporary Issues of Corporate Governance in Indian Corporate Sector	26-Feb-2020 1	84
National Level FDP on Online Learning Assessment Resources	15-Jun-2020 1	100
National Level Literary E-Quiz	16-Jun-2020 1	163
International Webinar on E-Learning: COVID-19 pandemic: Impact and Strategies for Education Sector in Indian Society	15-Jun-2020 1	188
National Level Workshop on text books of 2nd semester B.Com syllabus of BCU and BU	27-Jan-2020 1	50

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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	2020 0	0

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

Yes

Upload latest notification of formation of IQAC

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

3

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

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**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)**

Started M.A in English

Appointment of a Permanent Placement Officer

Six Workshops, an International Multi Disciplinary Symposium, a National Level Faculty Development Programme and a National Level Literary E Quiz was conducted. In addition, 15 webinars were conducted by the departments.

Internal Academic Audit and External Practical Audit

Workshop on IPR for Spurring Innovation and Creativity

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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
Extension of Built in area	Plan for construction of third floor sanctioned.
Compulsory Certificate Courses	Compulsory Certificate Courses were introduced for all the three years of B.Com and for final year BCA students.
Appointment of a Permanent Placement Officer	Placement Officer appointed on 5th August 2019
Setting up a Board Room	Board Room inaugurated on 16th August 2019
Setting up of Zoology Lab	Zoology lab set up (July 2019)
Internal Academic Audit and External Practical Audit	Conducted and Reviewed
To organize Workshops/Seminars/FDPs	Six Workshops, an International Multi disciplinary Symposium, a National Level Faculty Development Programme and a National Level Literary EQuiz was conducted. 15 webinars were conducted by various departments.
Introduction of PG Course in M.A. English	Introduced from the academic year 2019

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Council of the College

18-Nov-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

27-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

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 sent to both parents and students on a weekly basis • Reports • Student Profile • Student Leave Forms • Staff Profile • Admission

## 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 MS Office, GST and Direct Taxes, Python Programming 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 employability/entrepreneurship	Skill Development
Python Programming	NIL	18/11/2019	55	Software Engineer/Software Developer Python Developer Research Analyst Data Analyst/Data Scientist	Proficient in design skills, analytical skills, Front end technologies, server side modelling language.
GST and Direct Taxes	NIL	30/07/2019	30	To enrich practical knowledge on taxation GST. It enables students to start their own consultancy. Students can develop career opportunities in Taxation.	To understand the concept of GST in India and learn to file income tax returns.
Capital Market	NIL	26/08/2019	30	Opportunities in Financial Planning/Wealth Management/Stock Market Financial Advisors	To understand the basic structure of financial market and depository services. Knowledge of financial analysis along with financial planning and wealth management.
MS Office	NIL	05/08/2019	30	Data Entry Operator, Technical Assistant	Proficiency in MS Office

## 1.2 - Academic Flexibility

## 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	History, Journalism, Travel and Tourism	31/10/2019
BA	Journalism, Political Science, Sociology	31/10/2019
BA	Journalism, Political Science, Psychology	31/10/2019
MA	English	31/10/2019

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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
BA	History Journalism Travel and Tourism	31/10/2019
BA	Journalism Political Science Sociology	31/10/2019
BA	Journalism Political Science Psychology	31/10/2019
MA	English	31/10/2019

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

	Certificate	Diploma Course
Number of Students	523	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	01/08/2019	1192
Chapel Service for Christian Students	01/08/2019	180

Legal Literacy	31/08/2019	312
Eco-watch Club Awareness Program	18/09/2019	50

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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
BCom	Commerce Internships	19
BSc	Home Science Internships	6

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### 1.4 - Feedback System

#### 1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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

Feedback was collected online from four stakeholders-Students, Faculty, Employers and Alumni. Feedback from Students (UG and PG) and Faculty (UG and PG) was collected in the month of March, April and May 2020. Feedback from employers was collected during the recruitment of students by the Placement Officer. Alumni feedback was collected during the alumni meet held on 1st Nov 2020 (Meet was postponed to November 2020 due to Covid). Parents feedback was obtained during the Parent- Teacher Interface held on 31st October 2019. The questionnaire was distributed and the responses were collected. The results were analyzed by the mentors and presented to the Principal and the Governing Council for steps to be taken in areas requiring improvement. On the basis of the parents feedback, Mentoring System, Conduct of tests and exams, Medical Facilities, Value Education and theme based assemblies, assignments, internships, project work, certificate courses, clubs, parking and security were graded excellent. Suggestions were given in the following areas: Admission- User friendly online methodology for the year 2020-2021 Infrastructure- Additional number of classrooms Quality of Education-More number of webinars/ seminars and conferences Work culture on campus- Regular revision classes and assignments for students Cafeteria- Additional food items at better quality and reduced costs. Placements- Honing the soft skills of the students for better placement opportunities. Analysing the Employers feedback, The following areas were graded as excellent: Students performance in the selection process and interview has been above average their technical knowledge/ adaptability of subject knowledge on practical basis and their logical thinking and analytical ability was found to be good/ excellent. The students confidence in taking part in employment engagement activities was also found to be good/ excellent. Areas needing improvement Written and Communication Skills of Students. The need to improve academic grades that guarantees better placements.

### 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
MA	English	30	15	7
MSc	Science	20	20	17
MCom	Commerce	30	27	23
BSc	Science	225	70	66

BCom	Commerce	245	180	149
BA	Arts	220	90	83
BBA	Business Administration	60	47	43
BCA	Computer Applications	50	43	33

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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
2019	1147	85	51	4	1

## 2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
85	85	6	20	20	7

[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)

Our institution has an integrated student mentoring system where the faculty acts as a link between the students and the institution. Each faculty is in-charge of mentoring about 27 students depending on the class strength, course and combinations. Mentors organize periodic meetings with the mentees on an average of once a month and the same is recorded. The mentor encourages the mentees to approach the student placement officer for their career guidance. They are motivated to participate in all the activities of the college including clubs, associations, co-curricular and academic related activities. Mentors address the parents regarding the attendance, academic progress and personal issues of the students during Parent - Teacher interface. They are free to contact the mentors anytime regarding their ward. The mentors ensure that their mentees attend the remedial classes on a regular basis, so that they perform well in the university examinations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1232	55	1:27

## 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
11	11	0	11	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
2019	Dr. Amitha Santiago	Professor	Asian Senior Research fellowship at the University of Hong Kong.
2019	Dr. Jacqueline	Professor	Life member of Indian Association of solid state chemistry



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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	I	02/11/2019	09/03/2020
BBA	B	1	02/11/2019	09/03/2020
BCA	R	1	02/11/2019	09/03/2020
BCom	C	1	02/11/2019	09/03/2020
BSc	S	1	02/11/2019	09/03/2020
MSc	PY	1	19/12/2019	16/06/2020
MA	EN	1	19/12/2019	07/11/2020
MCom	CM	1	19/12/2019	16/09/2020

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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 Bangalore 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 Bangalore 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 HoDs decide on the dates for academic activities, extracurricular activities and internal examinations. Departmental time table is prepared by each department facilitating the teacher 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 and teaching plan is maintained by faculty for the semester. The time table for each internal assessment is prepared by the Examination Committee. The internal assessment papers are valued within 15 days from the commencement of the IA exams 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 timeframe 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://bcwcc.org.in/program\\_outcome.html](http://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 final year	Number of students passed in final year	Pass Percentage
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			examination	examination	
C	BCom	Commerce	180	145	81
B	BBA	Business Administration	41	34	83
R	BCA	Computer Applications	33	28	85
CM	MCom	Commerce	24	23	96

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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://bcwcc.org.in/pdf/2.7.1\\_report.pdf](http://bcwcc.org.in/pdf/2.7.1_report.pdf)

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	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
A two day workshop on Approach to working with children in Autism spectrum using the TEACCH Approach	M.Sc Psychology	23/08/2019
Soft skill workshop on Time Management	Journalism	18/10/2019
Workshop on Body Mind Integration for Holistic Well Being	M. Sc Psychology	22/11/2019
Workshop on Puppet making for story telling	Home Science	29/01/2020
A five day workshop on Corporate Grooming and Etiquette	Commerce	03/02/2020
Workshop on IPR for Spurring Innovation and Creativity	Chemistry, Botany, Zoology and Biotechnology	08/02/2020
International Multi-disciplinary Symposium on SWASTHYA-Way to Wellness	Home Science, Physical Education and Psychology	25/02/2020
Inter Collegiate Seminar on Contemporary issues of Corporate Governance in Indian Corporate Sector	Commerce	26/02/2020
Workshop on Chocolate Eclair	Home Science	07/12/2019
Workshop on Baking and Culinary Arts	Home Science	15/02/2020
Workshop on Baking	Home Science	27/08/2019
National Level Workshop on Textbooks of 2nd semester B.Com Syllabus of BCU and BU	Hindi	27/01/2020

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
Higher education Ranking 2020-21 . State-3, India -23	Bishop Cotton Womens Christian College	Education World Higher Education Ranking	01/04/2020	Arts, Science,

Commerce  
Colleges

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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	Bubble Hut	Homemade soaps, moisturizers and scrubs	04/02/2020

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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)
National	Management Studies	2	0
International	Commerce	2	0
International	Management Studies	2	0
International	English	1	0

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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
Commerce	3
Management Studies	3
English - Post Graduation	1
Journalism	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	2019	0	NIL	0
NIL	NIL	NIL	2020	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	2020	0	0	NIL
NIL	NIL	NIL	2019	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/Seminars/Workshops	9	16	0	7
Presented papers	5	5	0	0
Resource persons	2	3	1	4

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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
Swachhatha hi Seva	24th Oct 2019 / Eco Club, NSS NCC Awareness Program on Plastic Free Campus	15	100
Short movie on Women Empowerment "JUICE TALKS" short movie directed by Neeraj Ghaywan	11th Sept 2019 YWCA Y- Unit, BCWCC	2	20
Awareness Programme- Breast Cancer Programme	18th August 2019 Rotaract Club, BCWCC	0	200
Thursday in black -Campaign towards a world without rape and violence	2nd Aug 2019 SCMI Unit BCWCC	0	5
International Yoga Day	21st June 2019 1 Kar Girls Battalion NCC, .BCWCC	1	35
Walkathon- World Sight Day	10th Oct 2019 Lions Club NSS, BCWCC	1	100

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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
Annual Rotaract Ceremony	Certificate of Appreciation	Rotaract District Council	25

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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 activities	Number of students participated in such activities
Eco Club	18th Sept 2019 Eco Club	Green Day: Campus Awareness Programme	20	50
Rotaract Club	12th August 2019 to 17th May 2020 Rotaract Club, BCWCC	Annadata - Distribution of fresh home made food	2	10
NCC	10th Oct 2019 BCWCC	Rally - Drug Abuse and Illicit Trafficking	1	35
NSS	10th Oct 2019 Lions Club BCWCC	Walkathon - World Sight Day	1	100

[View File](#)**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	0	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
Internship	Internship (Placement Cell)	American Chamber of Commerce	01/04/2020	25/04/2020	1
Internship	Internship by Department of Home Science	KIMS Hospital	20/12/2019	20/01/2020	6

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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
Universitas Hindu Indonesia (The Hindu University of Indonesia)	12/08/2019	1. Joint research activities 2. Organizing Seminars, Conferences and Academic Meetings 3. Special short term Academic Programmes 4. Faculty Development programmes and Student workshops and training programmes 5. Faculty and Student exchange programmes	9
Iolite Technologies (P) Ltd, 1st April 2018	04/12/2019	1. Admin User Management 2. Employee 3. Admission (Offline) 4. Time table 5. Attendance 6. Student Portal 7. Student Feedback 8. Reports 9. Medical Leave Entry 10. Weekly Attendance SMS to Parents 11. SMS to Employee	1232

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6260000	3254715

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	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 partially)	Version	Year of automation
LIBSOFT	Fully	9.8	2017

## 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3709	1146547	59	16203	3768	1162750
Reference Books	444	857627	21	65531	465	923158
Journals	41	49212	3	0	44	49212

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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 &amp; 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
Porkodi S	Business Regulation	Recorded on Zoom	23/03/2020
Ann Kuruvilla	Direct linking loader in Systems Programming	Recorded powerpoint on Google Classroom	22/04/2020
Reeja Esther	Memory Management	Recorded powerpoint on Zoom	22/04/2020
Suja D Shanthi	Array implementation of queue	Recorded video shared through mail	21/04/2020

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**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	175	65	65	18	0	21	41	200	30
Added	0	0	0	0	0	0	0	0	0
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	<a href="#">NIL</a>

**4.4 - Maintenance of Campus Infrastructure**

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	189238	3421500	3143353

## 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 Supervisor and an Assistant Supervisor to oversee the overall maintenance of all facilities on campus.
- He is assisted by a team of 29 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 and in case of any issues with equipment, the respective suppliers are contacted to resolve them. • The attendance of the students is recorded online with the help of KnowledgePro- a software developed by IOLITE for which the college has an MOU. Staff enter daily attendance online and the weekly attendance status is updated by SMS and sent to the parents. IOLITE is also used for forwarding important updates to employees and students through an SMS. • The college website, hosting, updation with faculty database is maintained by Integro Infotech and Consulting. • 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. • All the photocopying machines are maintained by Galaxy Imaging Technologies. • The College has a back- up generator to ensure uninterrupted power supply • 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. • The security of the college is overseen by I-System. • The biometric and CCTV is installed and maintained by Telmo Infosystem. • The banking services are provided by the Union Bank of India who run an extension counter on the college premises. • 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. • 29 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. • Fire extinguishers are supplied and maintained by Excellent Fire Service. • The Rainwater harvesting system is partly used for gardening and the rest is used to recharge the groundwater.

<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	CSI Concession, Special Concession, Merit Concession, Staff Concession, CSI Special, Sports	113	698180
Financial Support from Other Sources			
a) National	Taluk Social Welfare Department, Department of Minority - Arivu Loan Scheme, Department of Backward Class, Other Organisations	87	1136830
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 implementation	Number of students enrolled	Agencies involved
Personal Counselling	05/07/2019	522	Mrs. Yallina Thomas, Counsellor, Bishop Cotton Womens Christian College.
Remedial Coaching	01/08/2019	608	Faculty

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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 passed in the comp. exam	Number of students placed
2019	Women and Career (Department of Kannada)	0	120	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
522	419	2

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Dell Technologies, Ernst Young, Standard Chartered Bank, CapGemini, KPMG	169	21	Bayer, Amazon, Northern Trust Bank, Larsen and Toubro, Novel Co Working Space, EigoPaathshala	106	5

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BBA	Management Studies	St. Josephs College	M.Com

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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	18

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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
Freshers Day - Undergraduate	Institution level	125
Annual Literary and Cultural fest - DISHA	Inter - collegiate	1200

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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	NIL	National	0	0	0	NIL
2020	NIL	International	0	0	0	NIL

No file uploaded.

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

The Student Council at Bishop Cotton Women's Christian College is elected democratically by the students and consists of 9 members - President, Vice President, General Secretary, Treasurer, Chapel Representative, Sports Secretary, Literary Co-ordinator, Student Christian Movement Representative 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
- 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 intercollegiate 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:

350

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

121500

5.4.4 - Meetings/activities organized by Alumni Association :

The alumni meet was conducted on the 1st of November 2020 via zoom. The event was themed "back to college". The alumnae were asked to dress in shades of pink. The meeting started with a jamming session where we had the alumnae dancing to amazing songs. Shahada, the President of the College was the MC for the meeting. The opening prayer was done by Grace ( 1st BA) followed by the Bible reading from Psalms 133 by Blessy ( 3rd B.com A ). Our Principal Prof. Esther Prasanakumar addressed the gathering. South Indian classical dance Bharatanatyam was performed by Amulya ( 3rd B.Com C). As the college has completed 35 years, we had a beautiful documentary played on the same. The college has an inspirational alumnae. Ayesha Sardar, batch of 2003 shared her thoughts. It was followed by a dance and a poem recited by Umaima Khan, the cultural secretary. Mr. Vinay kumar Yadhav, HOD, Department of Hindi, Convenor of the alumni committee shared a few words. Mini, batch of 2011 shared her experiences. Our college has a talented fashion team, it was mesmerizing to watch them walk the ramp. Alumna open stage is a platform where the alumnae can showcase any form of art. Niha showed us her beautiful hand made accessories. Leaders are the ones who shape the world. We had the introduction of the alumnae union and the core members. It was then followed by the oath ceremony led by the Principal. Finally vote of thanks was proposed by alumni committee president Dimple. M, batch of 2016.

#### 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)

1. Employee Pension Fund: The Board of Management of the College has instituted the Employee Pension Scheme to all the full time confirmed eligible employees of the college. The administration of the Employees' Pension Fund shall be vested with Seven Trustees. The Trustees shall be: i.) Chairman of the Board - Rt. Rev. Dr. P.K. Samuel ii.) Principal of the College - Prof. Esther Prasanakumar iii.) Treasurer of the Board - Mr. Victor Daniel iv.) Teaching Staff who are members of the Pension Scheme i. Dr. Jacqueline ii. Dr. Vinay Kumar v.) Non-Teaching Staff who is a member of the Pension Scheme- Mrs. Leena Wesley vi.) Member of the Board of Management - Dr. A. Ebenezer. The tenure of the office of the Trustees shall be Co-terminus with that of the College Board. The Pension Scheme is a voluntary scheme for the confirmed eligible employees who are working prior to the commencement of the Pension Scheme from 1st January 2020. New Faculty shall automatically become members of the Pension Scheme from the date of confirmation and the pension contribution shall be made from the date of their appointment. The initial corpus of Rs.1,60,00,000/- (Rupees One Crore Sixty Lakh only) shall be provided by the Board. Monthly contribution of a member/employee has been worked out as a defined percentage of the Basic Pay on the basis of their years of continuous service as Full Time Faculty. The Bank Accounts and Investments shall be operated jointly by the Principal of the College and the Treasurer of the Board who are Trustees of the Pension Fund. The Accounts of the Pension Fund shall be subject to audit by the Auditor of the college. The Trustees shall be indemnified by the College against all proceedings, charges, expenses, claims, losses, demands and liabilities arising from any action with the Pension Scheme or the Management or Administration.

2. 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 for a period of 3 years. The members of this committee consist of staff members and student members and an external member from TSA. The members are as follows Presiding Officer- Dr. Marie Kavitha Internal Members i. Dr. Vinay Kumar Yadav ii. Mrs. Yallina Thomas iii. Mrs. Prathiba David Student Members i. Nusrath Fathima - B.Com ii. Krithi Rao - B.A iii. 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.

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

Partial

**6.2 - Strategy Development and Deployment**

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

Strategy Type	Details
Admission of Students	i. 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 or online ii. The selected students can pay the fees on the same day after an interview with the principal. iv. As our institution is a minority institution it is not mandatory to fill the seats meant for the SC/ST candidates.
Industry Interaction / Collaboration	i. The college organizes industrial visits for all the courses. ii. The department of Bio-technology has signed an MOU for 3 years with Global Consumer Products Pvt. Ltd for an internship programme for students
Human Resource Management	i. Recruitment of staff is done through newspaper advertisements followed by Demonstration classes which are chaired by subject experts, the principal and the HODs iii. Short listed candidates are called for an interview by the management on the basis of which they are selected iv. The staff are expected to abide by - service rules, promotional policies and Performance appraisal. v. Grievance redressal mechanism is made available for the welfare of the staff through Internal Complaints Committee (ICC). vi. In case of absence of a staff the classes are substituted by other subject teachers
Library, ICT and Physical Infrastructure	i. A new section has been added in the PG library for the MA (English) course. ii. New staff room and class room with ICT for M.A(English) ii. Six new Laboratories have been added

/ Instrumentation	
Research and Development	<p>i. The management encourages both the faculty members and the students to take up minor and major projects, and to attend conferences, seminars, FDPs workshops and publish papers in journals.</p> <p>ii. To encourage these activities, OD is given for teachers attending the programme and registration fee is paid by the college.</p>
Examination and Evaluation	<p>i. Internal assessment for all courses and subjects is done strictly as per University guidelines. ii. The evaluations for internal assessment is conducted throughout the semester iii. For the subjects that follow 50 marks the following process is observed a) Attendance - 10 marks, Assignment -10 marks Tests - 30 marks. . For the subjects that follow 30 marks the following process is observed a) Attendance - 05 marks, Assignment -05 marks Tests - 20 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. iv. Models designed by the students based on the syllabus are also evaluated as a part of their Internal Assessment</p>
Teaching and Learning	<p>i. In order to cater to the increasing job opportunities and demand, new courses have been introduced in Humanities-M.A English. ii. The following Certificate courses have been introduced: Certificate course on MS Office (Word, Excel, Power Point Presentation) Certificate course on Capital Markets Certificate course on GST and Direct Taxes. Certificate Course on Python Programming iii. The following value- added courses imparting transferable and life skills offered: • Value Education • Chapel Services • Legal Literacy • Environmental Awareness by Eco Watch.</p>
Curriculum Development	<p>i. PG course in English was introduced by the management. ii. The syllabus for both UG and PG is followed as per the guidelines of Bengaluru Central University and Bangalore University which includes open elective paper for M.Sc. and M.A iii. Revised syllabus as per the Bengaluru Central university is followed.</p>

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

E-governance area	Details
Planning and Development	There is no particular software being used for this purpose. Messages are sent through MIS (Iolite)
Administration	The College is affiliated to Bengaluru Central University and Bangalore University , therefore the university portal is used for administrative purposes
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	<p>Online Admission - Link available in the college website Attendance-KnowledgePro Software from Iolite is used to enter attendance online and updates are sent to parents on a weekly basis ie, every Saturday, messages are sent through MIS. Internal Assessment marks is sent to the registered student mobile number by Bengaluru Central University</p> <p>Student Support: Online notes were uploaded in BCU portal. Online classes were conducted through Zoom, Skype, Cisco WebEx Meetings. Students submitted online assignments and tests through Google Classroom and notes were shared through these platforms.</p>
Examination	As the college is affiliated to Bengaluru Central University and Bangalore University, exam details are uploaded using the University Portal. Internal Assessment Marks of BU and BCU students were filled in the respective online portals.

#### 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	Amount of

			provided	support
2020	Mrs.Prathiba David	Quality audit in institutions of higher learning	Maharani Lakshmi Ammani College for Women	1000
2019	Mrs.Evangeline Rajkumari J	Gandhian World View - Looking Back to Engineer the Future	Mount Carmel College (Autonomous)	1200
2019	Dr. Jacqueline T Rajamathi	1st International Conference on Life, Chemical and Health Sciences	Ramaiah College of Arts, Science Commerce	1000
2019	Mrs.Leena Jyotsna Raymond	Symposium on Digital Transformation	Ramaiah University of Applied science	2000

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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)
2019	Staff Orientation Programme	NIL	27/06/2019	27/06/2019	55	0

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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
Refresher Programme	2	03/08/2019	03/08/2019	1

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

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

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>Employee Pension Scheme: (Optional) The pension fund comprises of contributions from Employers and Employees based on years of service and the Basic Pay drawn.</li> <li>Teachers day gift</li> <li>Christmas gift</li> <li>Staff Trip - (National International-with part payment by Management)</li> <li>Medical Insurance :Claim of upto Rupees three lakh( National Insurance)</li> <li>Coffee and Tea - Twice a day</li> <li>Fee Concession for children: 50 percent of Fees</li> </ul>	<ul style="list-style-type: none"> <li>Pension Scheme: (Optional) The pension fund comprises of contributions from Employers and Employees based on years of service and the Basic Pay drawn.</li> <li>Christmas gift</li> <li>May day gift</li> <li>Staff trip, Uniform</li> <li>Medical Insurance/E.S.I</li> <li>Coffee and Tea - Twice a day</li> <li>Fee Concession for children : 50 percent of Fees</li> </ul>	<ul style="list-style-type: none"> <li>Registration Fees paid to students who participate in Intercollegiate literary , cultural and sports events.</li> <li>Scholarship</li> <li>CSI Concession</li> <li>Special Concession</li> <li>Merit Concession</li> <li>CSI Special Concession</li> <li>Fee Concession for the economically weaker section.</li> </ul>

**6.4 - Financial Management and Resource Mobilization**

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

i. No Internal Financial Audit. ii. External financial audit done at the end of the financial year 2019-20 by Mr.C. Ram Mohan Chartered Accountant.

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	21167060	Christmas gift Teachers day gift Medical Insurance May Day gift Staff Trip Fee Concession for children of staff Pension corpus

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6.4.3 - Total corpus fund generated

21167060

**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 Committee	Yes	IQAC members
Administrative	Yes	Mr. Ram Mohan	No	

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

1. 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 4. A structured feedback format was designed and the same was received from all the parents.

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

1. A two day excursion to Madikeri was organized. 2. Medical insurance. 3. The college also provides uniform for all the support staff 4. Bonus of Rs.6000 /- each was given on May Day. 5. Christmas gift of Rs.35000/- each was given. 6. The Employee pension scheme covers the support staff who have opted for it. 7. Provident Fund 8. Provision for tea/coffee twice a day. 9. Fee Concession for children of upto 50 percent of fees

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

1)The following new combinations were introduced :. a) History, Travel Tourism, Journalism b) Journalism, Political Science, Psychology c) Journalism, Political science, Sociology d) Zoology,Botany,Psychology 2)Appointment of a placement officer. 3)Internal audit was conducted for all the departments UG and PG and external audit was conducted for all the practical subjects. 4)Introduced compulsory certificate courses for B. Com (all the three years) and for final year BCA students. 5)Under the initiative of the IQAC, all the departments of the college conducted 15 Webinars, 6 Workshops, International Multi-disciplinary Symposium, Intercollegiate Seminar, National Level FDP and National Level Literary E Quiz. Applied for M.Sc Home Science, BBA (Aviation)

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
2020	Workshop on IPR for Spurring Innovation and Creativity	08/02/2020	08/02/2020	08/02/2020	56
2020	International Multi-Disciplinary Symposium on "SVASTHYA-Way to	25/02/2020	25/02/2020	25/02/2020	105



Wellness"					
2020	National Level FDP on "Online Learning Assessment Resources"	15/06/2020	15/06/2020	15/06/2020	100
2020	International Webinar on "Citizen Journalism and Digital Media	16/06/2020	16/06/2020	16/06/2020	73
2020	National Webinar on "Analytical Techniques for Business Research	27/06/2020	27/06/2020	27/06/2020	101
2020	Workshop on "Importance of Yoga in our Daily Life"	01/02/2020	01/02/2020	01/02/2020	62
2020	Workshop on "Corporate Grooming and Etiquette"	03/02/2020	03/02/2020	07/02/2020	160

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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 Breast Cancer	30/08/2019	30/08/2019	150	0
Awareness Programme by Department of Sociology on Transgender and Sexual Minorities	05/09/2019	05/09/2019	50	0
Awareness programme on the occasion of World Sight Day conducted by the college in association with Lions club	10/10/2019	10/10/2019	300	200
Awareness Programme on Personal Hygiene and measures to prevent spread of Covid-19 At Rangoli Centre-YWCA	03/06/2020	03/06/2020	53	0
Department of Political Science conducted a webinar on "Gender and Covid-19 Pandemic"	19/06/2020	19/06/2020	78	0
General assembly was conducted on the theme "Celebrating Girl Child Day"	10/07/2019	10/07/2019	908	0
General assembly was conducted on the theme "The Ugly Face of Beauty"	13/02/2020	13/02/2020	931	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 PLASTIC-FREE CAMPAIGN-SWACHHATA He SEVA was organised on 24th October 2019. • 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. • Reusing waste cans, tins and tyres for gardening. • Maintaining medicinal garden. • Inter-collegiate Literary and Cultural Fest DISHA with the theme "TURQUOISE-SAVE THE BLUE" was organised on the 20th and 21st September 2019. Miniature model of Rainwater harvesting was displayed at the fest. • General assembly on the theme "Water crisis" was conducted on 25th July 2019 by III BBA. • General assembly on the theme "Plastic free planet" was conducted on 22nd August 2019 by III BCA.

#### 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
Any other similar facility	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	31/10/2019	1	Annadata	Distribution Of Fresh Homemade Food	12
2019	1	1	14/08/2019	1	North Karnataka Floods	Collected good amount of materials like soaps ,toothpaste, groceries and clothes	26

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	11/07/2019	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.
Value Education classes	01/08/2019	Value education classes are held every alternate Thursdays by the class teachers in order to give an insight about morals and ethics, motivate students to be achievers and contribute to the society. The value education classes are interactive sessions where students are taught by using multimedia aids, videos, group discussions, debates and short stories. The schedule comprises of topics such as values, life enrichment skills, interpersonal relationships and personality development.
Counselling	25/07/2019	Counselling enables students to sort out issues and reach decisions affecting their life. Often counselling is sought at a time of change or crisis, however it need not be so as counselling can also help us at any time of our life. Counselling involves talking with a student in a way that helps the student to solve a problem or enables a student to understand or improve her behaviour, character, values or life circumstances. At the end of the counselling process, the

		student herself will have an insight into the problem and she becomes empowered to take her own decision.
Assembly	11/07/2019	Final and second year classes conducted assembly based on the theme "Global Issues and its impact on our lives". The assembly would begin with a prayer, Bible reading and worship songs and the message related to the theme is conveyed by the class through various forms of presentations such as mime, quiz, choreography and skit.
Chapel Service	02/08/2019	Chapel service was conducted for students to nurture them spiritually and to empower them in the word of God, to stand firm in their faith in all the trials and temptations they face in their lives.

#### 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Commemoration of 100 years of Jallianwala Bagh Massacre	13/09/2019	13/09/2019	800

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

1. Paperless office: The office sends messages and circulars to staff and students regarding the general holidays, fee payments, deadlines of payments, information about the staff meetings, by the software portal called "KnowledgePro". The students attendance is also updated. The parents are informed about their wards attendance by the weekly attendance sent by the same portal. 2. 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. The Eco Watch Club initiated "Go Green Campus Drive" - Parisara project proposal. 3. 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. Plastic free campaign - "Swachhata Hi Seva 2019" (Ministry of Human Resource Development) was observed in the campus on the 24th of October 2019. 4. Green mementos are presented to the chief guests for any event conducted in the college. Cleanliness drives were conducted for the vendors before the cultural fest DISHA, it was an awareness campaign on avoiding plastics and to encourage eco-friendly products and steel cutlery in the stalls. 5. Rain water harvesting miniature model was displayed at the Literary and Cultural fest DISHA. 6. E-waste was collected from staff and students and sent to a recycling agency. (E-waste Solutions). 7. Celebration of Water day, Green day and Clean day 8. Shramadhana 9. Swacch Bharat 10. LED bulbs used 11. Solid Waste Management 12. Segregating dry and wet waste 13. Planting saplings 14. Reusing waste cans, tins and tyres for gardening 15. Maintaining medicinal garden

#### 7.2 - Best Practices

##### 7.2.1 - Describe at least two institutional best practices

The important Best Practices in college includes Bulletin Board, News Board and General Assembly. Every fortnight each department will choose a current topic related to their Department and display the contents in the form of sketches, pictures, flowcharts making a collage, which showcases the creativity of the students. It helps students from different streams to get an insight of the topics displayed. The Bulletin Board is judged by two faculty members. The judging is based on the creativity and relevance to the topic. Some of the Bulletin Boards displayed include: • Major Architectural forms in India - History Department • Transport and Communication Sectors in Karnataka - Economics Department • Role of Nano Science in daily life, Small is the next thing - Chemistry Department • Aging can never be concealed - Zoology Department • The Glimpse of Women Achievers in Various Mathematical Field, Mathematical concepts used in the construction of various monuments - Taj Mahal, Pyramid of Giza - Mathematics Department Every week, each class displays a News Board related to the current news for that week. The News Board is judged by two faculty members. The judging is based on the creativity

and relevance to the topic. At the end of the academic year, prizes are distributed to the Department which showcases the best Bulletin Board and the class with the best News Board. General Assembly - Every alternate Thursdays General Assemblies are conducted. Each class conducts a theme based assembly in accordance with special events, National Festivals, Birthdays of Great Indian Leaders. The assembly starts with an opening prayer, Bible Reading, Praise and Worship, skits and choreography. This academic year the focus was on "Global Issues and its Impact on our Lives". Some of the topics include: • Water Crisis • No Hunger World • Plastic Free Planet • No War but Peace • Celebrating Girl Child Day • World Mental Health Day • Being Humane • The Ugly Face of Beauty • Impact of Westernization.

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

<http://bcwcc.org.in/best-practices.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

The Institution true to its vision - mission statement is always aiming at imparting education, stands high in delivering quality education not just in academics but also in co-curricular field thereby developing students in a holistic approach. To achieve this aim, the college has a number of activities which not only upgrades the knowledge but also boosts up the character of the individual. The college encourages the staff for research and paper publications. Faculty members are encouraged to attend Faculty Development Programmes organized by other institutions for which the registration fees is refunded. Value Education classes for character building and Assembly with a theme on "Global Issues and its Impact on our Lives" is held every alternate Thursdays with themes such as - Water Crisis, Plastic Free Planet, Being Humane, No War but Peace and Impact of Westernization. Use of technology is the driving force in today's education system. In this regard ICT enhanced learning method was adopted by most of the departments. During the pandemic when the classroom teaching came to an abrupt halt, faculty members switched to the mode of online teaching using various platforms like Zoom, Cisco WebEx, Skype, etc. Mentors and mentees are in constant touch to cope with and develop workable strategies to overcome the issues related to the academic performance and personal problems. Mentors ensured that weaker students were given extra classes. The Parent Teacher Interface updates parents about the performance of their wards and encourages them to follow up their progress. Staff and students participated in walkathons, organized by the Lions Club International on World Sight Day to bring an awareness about Organ Donation and St. Mark's Cathedral - Renew and Rebuild, to bring an awareness to the public about the rich heritage of the church building. The college organized an Annual Cultural and Literary Fest "Disha" with the theme "Turquoise- Save the Blue". Various cultural and literary events were organized where students from 31 colleges participated. A unique talent search "The Golden Girl" was organized by the Malabar Gold and Diamonds and The Times of India. Four students from our college were selected and awarded a cash prize of Rs.20000 each. The students are encouraged to actively participate in various clubs of the college such as Eco Watch Club which focuses on environmental consciousness, The Rotaract Club, E-Cell, Red Cross, YWCA, Adventure Club, Photography, SCM. The Anti-Ragging Cell, Sexual Harassment Redressal Cell and the Internal Complaints Committee are instituted for the welfare of the students. The Legal Literacy Programme aims to impart legal awareness to the younger generation focusing more on women specific legislations. These programmes 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. The institution values academic achievement, personal freedom and integrity, dignity and respect of the individual, tolerance and service to fellow human beings.

Provide the weblink of the institution

[http://bcwcc.org.in/pdf/Insst\\_Distinctiveness.pdf](http://bcwcc.org.in/pdf/Insst_Distinctiveness.pdf)

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

It was planned to apply for more UG PG courses (M.Sc-Home Science, BBA(Aviation) • To conduct external academic audit • Introduce certificate courses for all streams • Collaboration with other institutions • Encourage students to take up MOOC courses • 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..

- A plan to construct the third floor.
- Extension of the Sports Complex
- Set up more ICT enabled classrooms.