



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		BISHOP MOORE COLLEGE MAVELIKARA
Name of the head of the Institution		Dr. Jacob Chandy
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04792303230
Mobile no.		9447430995
Registered Email		bpmoorecollege@gmail.com
Alternate Email		jacobchandy2012@gmail.com
Address		Kallumala P.O, Mavelikara,
City/Town		Alapuzha
State/UT		Kerala
Pincode		690110
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr.Ranjith Mathew Abraham
Phone no/Alternate Phone no.	04792303230
Mobile no.	9447958509
Registered Email	ranjithmathewabraham@gmail.com
Alternate Email	iqacbmc@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://bishopmoorecollege.org/wp-content/uploads/2018/12/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://bishopmoorecollege.org/academic-calendar-2018-19/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.81	2010	28-Mar-2010	27-Mar-2015
3	A	3.04	2017	03-May-2017	02-May-2022

6. Date of Establishment of IQAC	01-Apr-2005
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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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
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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 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)

No Data Entered/Not Applicable!!!

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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
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Staff Council	11-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	No

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

Bishop Moore College is affiliated to Kerala University and the University develops the curriculum and also the action plans for the effective implementation of the curriculum. In the college level, the Principal of the College convenes the College Level Monitoring Committee (CLMC) comprising the Heads of all the Departments and the elected members of the Council. It is through this monthly conducted CLMC meetings the ways and means to effectively implement the curriculum is discussed and executed. Keeping in mind the date of University examination, schedule of internal examinations and conduct of other curricular and extracurricular activities are chalked out in these meetings. In the department level, the Heads of all Departments meet their respective members in Department Level Monitoring Committee (DLMC) and action plan for the semester is charted out. Course Coordinators are selected and entrusted with the task of overseeing the proper implementation of the curriculum by setting a semester plan, wherein the syllabus is distributed evenly within a semester. Each department prepares and submits the action plan. Teacher's diary is maintained by individual teachers which records their academic activities. Heads of the Departments verify the diary periodically which is counter-signed by the Principal.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Course in Polymer Nano composites		01/06/2018	180	Employability	Yes
Certificate Course in Web Designing and Office Automation	Diploma Course in Web Designing and Office Automation	01/06/2018	180	Employability	Yes

Additional Skill Acquisition Programme (AS AP)	01/06/2018	180	Employability Y	Yes
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	NIL DATA	01/12/2019

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

	Certificate	Diploma Course
Number of Students	54	25

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
JAM coaching	02/12/2018	35
Workshop for BSc students on Foundation of Mathematics	27/05/2019	54
Training on Flower making and Bangle making	08/02/2019	55
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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
MSc	Physics	9
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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

The College has a formal mechanism of obtaining feedback from students, parents and alumni to evaluate the efficacy of the programmes and services provided by the College. The system is developed and modified by the IQAC. The IQAC takes the lead in gathering feedback: from the students, regarding teacher performance and the curriculum from parents and alumni regarding quality related institutional processes and from faculty members and nonteaching staff. Feedback from parents is obtained through PTA meetings conducted both in the college level and in the department level. Through an open forum provided during these meetings, the parents are free to express their views about the college and about the programmes conducted in the college. Both criticisms and suggestions are noted down by the principal/HODs and measures to improve the same are taken. The feedback on curriculum is collected from students and stakeholders and these are communicated to the University through the Board of studies members during the syllabus revision.

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
No Data Entered/Not Applicable !!!				
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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	458	55	32	0	44

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
76	65	2	11	2	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Our college has implemented warden system and programmes like Walk With a Scholar (WWS) and Scholar Support Programme (SSP) to mentor both bright and weak students equally. In warden system, a teacher is given charge of a full class so that the problems of the wards can be identified and managed by the corresponding teacher. The academic progression of the students is closely monitored and guidance at each level is rendered to the wards through this system. A record of this monitoring is maintained by the warden through 'Mentee's Chronicle', a register which covers all aspects of the student including their academic

performance, cocurricular activities, meetings with the students and their parents etc. SSP is a programme meant to identify and support weak students by giving them special classes so that they get improved in their academics. In this system, a preliminary test will be conducted to identify the students who are very weak in the subjects, special attention is given throughout the year through special classes and the improvement is assured by tests that are conducted at the end of the year. In WWS, willing students with at least 60 marks in their higher secondary exam are given opportunity to improve their outlook towards future and help them identify their areas of further studies. Through this platform, the soft skills of students are developed by offering them classes by stalwarts in the respective fields.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1417	76	1:19

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
67	56	9	5	27

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	Dr. Lynnette Joseph	Assistant Professor	Raman Award
2018	Jerin Susan John	Assistant Professor	Raman Award
2018	Linda E Jacob	Assistant Professor	Best NSS Programme Officer Award
2018	Dr. Prakash G Williams	Assistant Professor	Bhoomithrasena Award
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Similar to the University end semester exam, the college has a centralised system for conducting the internal exam which is monitored by College level monitoring committee (CLMC).The committee fixes the dates of conduction, evaluation and distribution of papers. The final Continuous evaluation sheet is verified by the students before the end semester exam and the marks will be uploaded by the respective teachers in the university site.

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

The College is affiliated to the University of Kerala and adheres to the academic calendar prepared by the University for the conduct of Examinations. For other academic activities, the IQAC prepares an academic calendar at the beginning of every academic year, after discussions with the various departments.

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://bishopmoorecollege.org/courses/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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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://bishopmoorecollege.org/student-feedback/_](http://bishopmoorecollege.org/student-feedback/)

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
No Data Entered/Not Applicable !!!				
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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
Workshop on IPR and Quantitative Data Analysis using SPSS	Physics	20/03/2019
Seminar on "Nuclear Energy, the Need, the Perception and the Reality"	Chemistry	12/09/2018
Three day National Seminar on "Nano science and Nanotechnology"	Chemistry	12/02/2019
Seminar on "Communicating Science for All"	Chemistry	27/02/2019
National Conference on	Physics	25/09/2018

Recent Advances in Spectroscopy of Advanced Materials		
Interaction with a successful entrepreneur	IQAC	11/01/2019

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
No Data Entered/Not Applicable !!!				
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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
NIL DATA	NIL DATA	NIL DATA	NIL DATA	NIL DATA	01/12/2019
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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
Physics	1

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	Physics	13	2.25
International	Mathematics	1	1.5
National	English	1	1
International	Commerce	1	2
International	Botany and Biotechnology	1	8
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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
Botany and Biotechnology	9
Zoology	2
Chemistry	7
Physics	9
Commerce	17
Malayalam	10
English	5

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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
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No Data Entered/Not Applicable !!!

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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
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No Data Entered/Not Applicable !!!

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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	15	25	20	45
Presented papers	15	39	0	0
Resource persons	0	3	0	0

No file uploaded.

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
PG entrance coaching for B.Sc. Students	Mathematics Association	4	35
Workshop on Foundations of Mathematics	Mathematics Association	4	35

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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
Bhoomithrasena	Best Unit Award	Directorate of Environment and Climate Change, Government of	54

		Kerala, Thiruvananthapuram.	
National Service Scheme	Best Unit Award	University of Kerala	100
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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
Swachh Bharat	NSS NCC	Cleaning Programme	4	35
Aids Awareness Gender Issue	NSS	Seminar	2	11
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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
No Data Entered/Not Applicable !!!					
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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
Pushpagiri Research Centre, Pushpagiri Institute of Medical Sciences, Thiruvalla	14/02/2019	To develop collaborative teaching, research and exchanges between students, teachers, researchers and staff	8
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
400000	446370

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	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
KOHO	Fully	18.11	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	52987	5841605	156	45256	53143	5886861
Reference Books	10829	524095	3	2100	10832	526195
Journals	20	23275	0	0	20	23275
Others (specify)	26	32513	0	0	26	32513
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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
Dr. Lynnette Joseph	Astronomy and Astrophysics	MOODLE	21/03/2019
Merin George	Astrophysics	MOODLE	21/03/2019
Merin George	Programming in CPP	MOODLE	21/03/2019
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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	169	53	34	28	22	17	15	40	0
Added	2	0	0	0	0	1	1	0	0
Total	171	53	34	28	22	18	16	40	0

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

40 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
MOODLE	http://bishopmoorecollege.org/moodle/

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	448386	1250000	1211136

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 Management, Governing Council, IQAC, Staff Council, Departments and various committees work together for meeting the needs of teaching and learning community, ensuring that the College is expanding the physical infrastructure as per the needs of its academic growth. College has a formal Infrastructure Committee with sub committees (Hostel, Canteen, Library, and Book Stall), which work out the additional requirements of various academic units, and ensures that adequate physical infrastructure is in place for all courses being run as well as for the new courses being introduced. The infrastructural requirements as well as upgrading of the existing facilities of each Department are discussed and listed in Department meetings. Committees of the Hostel, Book Stall, Canteen and Auditorium monitor the requirements of these units. Judicious allocation of funds for various purposes is done utilising funds from UGC accounts, PD accounts or Management funds. These committees also serve in ensuring the optimal utilization of the available infrastructure by students as well as public. Interdisciplinary Research committee ensures that the institution utilises maximum funds from various agencies like the UGC, DST, FIST, RUSA and KSCSTE. The committee ensures that proposals are timely submitted to the agencies for sanction of funds. Proper utilisation of sanctioned funds and maintenance of records are monitored by the committee. Optimal Utilisation as well as timely maintenance of major equipments by the respective companies/suppliers is also ensured. Extra expenses if any are met by the Management. HoDs and Senior Superintendent are authorized to ensure upkeep of equipments. Project Execution Committees: DBT STAR Committee, KSCSTE

SARD Committee RUSA Committee The government funds utilised during 201819 were the DBT STAR College fund (Department of Biotechnology, Government of India) for development of Teaching Learning Facilities for Undergraduate level teaching, DSTFIST scheme (Department of Science Technology, Govt. of India) for development of research Departments and the KSCSTESARD scheme (KSCSTE, Govt. of Kerala) for the development in Department of Physics. Optimal utilisation of the funds of the schemes is ensured by the respective project execution committee. RUSA (Rashtriya Uchchatar Shiksha Abhiyan) scheme of Government of india was sanctioned during the academic year 201819 to realize topclass education in the college. A funding of Rs. 2 Crores was sanctioned under the scheme. RUSA Project Execution Committee monitors the execution of the project.

The Library Advisory Committee consisting of the Librarian, senior faculty members, student representative and supporting staff, advises on purchase and acquisition of titles, journals, periodicals and ensures utilisation of funds available under various schemes like UGC, P.D. account, Library fee, etc. The committee also assesses and suggests developmental plans, administration and improvement of library services, conducts stock verification, verifies and approves the lists of books to be purchased by the Departments. The Principal/UGC Committee allots a budget from the Library Fee and UGC fund respectively, to each Department in order to purchase books. The list of titles prepared by each Department is verified and sanctioned by the Library Committee. IT Infrastructure Committee monitors timely upgrading of IT infrastructure. Advanced Software is installed whenever necessary. Budget for development of IT infrastructure is allotted from Management, funds from various agencies like UGC, DST, KSCSTE etc. The support of the PTA, Alumni and wellwishers, also are utilised in upgrading and building additional facilities on the campus. Feedback obtained from students and analysed by IQAC are also taken into account while proposals for infra structure development are submitted before the Governing Council. Staff Council, IQAC and College Governing Council finally develop plans to ensure that the infrastructure is in line with its academic growth. Budget is allocated for maintenance by the Management Board. Proper utilization of funds is ensured by internal audit

<http://bishopmoorecollege.org/wp-content/uploads/2019/12/Infrastructure-policy.pdf>

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	Endowments Merit scholarships	34	52500
Financial Support from Other Sources			
a) National	E Grantz	892	1495450
b)International	0	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
No Data Entered/Not Applicable !!!			
View File			

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	competitive examinations training and career counselling	300	300	1	1
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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
3	3	1

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
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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
No Data Entered/Not Applicable !!!						
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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 union executive consists of fourteen students selected to various posts. The representatives in the executive occupy the following seats. •?College Union Chairman •?Vice Chairperson •?General Secretary •?College Magazine Editor •?Arts Club Secretary •?Two University Union Councilors •?Two Lady Representatives •?Sports Secretary •?Representatives of the UG and PG students, first, second and third year. Regular council meetings are held. Arts festival, Annual sports, Food festival, Film festival, publishing of student magazine 'Vidyasarith' are some of the activities organized by the Student council. The students have representation in the IQAC, Library committee, STARS, Student Affairs, Student Grievances Redressal Cell, Committee against Sexual Harassment

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has a registered Alumni Association established in 1983. The association works to foster the camaraderie among the old students and build a strong and lasting relationship with the Alma Mater. •?Class gettogether, Department gettogether and Annual General Body are organised by the Association •?The Alumni Association is a major stakeholder in the activities of the College. They actively contribute to the institutional, academic and infrastructural developments of the College. One good example of the contribution of Alumni Association to development of the College is the construction of the Golden Jubilee Gate, which was sponsored by the Alumni. •?'Chitramadhuri' a painting competition is organised for primary school children. •?The Alumni Association conducts the Inter collegiate Basket ball tournament for the Bishop Moore Trophy. •?Programmes are arranged to honour teachers and distinguished alumni who have made significant contribution to society. •?'???' the publication of the Alumni - Publishes twice in a year. •?The Alumni Association offers healthy and constructive feedback for the betterment of the institution.

5.4.2 – No. of enrolled Alumni:

1500

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

200000

5.4.4 – Meetings/activities organized by Alumni Association :

Class level meeting of Alumni Chitramadhuri a painting competition for school children Bishop Moore Basketball Trophy Golden Jubilee Souvenir of the Department of Economics MAA - A Biannual publication

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)

The Principal is the academic and administrative head of the institution. The institution promotes participatory management through the Staff Council consisting of the Principal, HoDs of all the Departments and elected members from the faculty. The IQAC meets periodically and does the planning, and evaluation for the College. The Principal meets the class prefects regularly to discuss the various activities. Faculty advisors are nominated by the HoDs of the concerned Departments. The faculty members are nominated to coordinate various club activities. The College functions through the following committees promoting the culture of participative Management: College Level Monitoring Committee (CLMC), Department Level Monitoring Committee(DLMC),Spiritual Empowerment Committee, HR and Event Management Committee, Publication and Documentation Committee, Research Committee, Career Guidance and Placement Cell, Counselling Cell, Anti Ragging Cell, Women’s Cell, IQAC, UGC Affairs, College Union, Student Aid Fund, Library Committee, Sports Committee, Student Affairs, Discipline Committee, Book stall and Canteen Committee, EQUIP, Literary Forum, Bhoomithrasena and ENCON club, Scholarship Committee, Continuing Education, Equal Opportunity Cell, Entrepreneurship Development, Staff Grievances Redressal Cell, Students’ Grievances Redressal Cell, Hostel Committee, Committee Against Sexual Harassment.

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

No

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
Curriculum Development	The College is affiliated to the University of Kerala and is bound by the Curriculum designed by the University
Teaching and Learning	Interactive learning (debates, seminars, quiz) Project based learning for PG and final year UG Students Computer-assisted audiovisual learning In language classes the class is divided into groups and each group is encouraged to perform tasks assigned to them
Examination and Evaluation	To streamline the Internal Examination, a centralised mechanism was put in place. This change was implemented by IQAC based on the feedback obtained from the students. As the College is affiliated to the University of Kerala, the External Examination is conducted as per the University norms.
Research and Development	The College encourages its faculty to pursue research in the relevant disciplines and to publish research articles and papers in Peer Reviewed Journals. Teachers and students are

	<p>encouraged to participate in seminars, workshop, conferences and similar activities organised by the State and National agencies. There was a substantial increase in the number of Research Guides because of the encouragement provided to PhD holders by the IQAC to continue with their research interests. The College qualified for the second phase of DSTFIST because of the successful implementation of the first phase of DSTFIST. Students are encouraged and sufficient guidance is provided to them which helped them bag KSCSTE project funds for UG and PG projects The teachers inspire the students to make optimum use of the summer break by applying for the Summer Research Fellowship by National Research Agencies</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The institution provides Laptop/Notebook, LCD projector white board facilities for ICT enabled teaching. The College was selected for a financial assistance of rupees Two Crore under the RUSA scheme of Govt. of India. An open air theatre was set up near the Botany Department.</p>
Human Resource Management	<p>The Human Resource requirements are assessed and adequate strategies are formulated. Teachers, nonteaching staff and students are provided with opportunities and incentives to better their output. For instance, an induction programme is conducted for fresh recruits to the administrative section. The potential of the teaching and nonteaching staff is tapped by acknowledging their talents and skills. The students are provided opportunities in from of STARS, NCC, NSS and other extension activities to hone their skills and excel in curricular and cocurricular activities.</p>
Industry Interaction / Collaboration	<p>MoU signed between the Department of Chemistry and Pushpagiri Institute of Medical Science</p>
Admission of Students	<p>As per University of Kerala norms/guidelines</p>

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

E-governance area	Details
Student Admission and Support	<p>Online centralized admission process of the University of Kerala is implemented.</p>

Finance and Accounts	State Government Scholarships and egrants are disbursed to students through ebanking. Salary and Provident fund accounts are managed through online soft wares.
Examination	University examinations are managed through the online examination site of the University of Kerala
Planning and Development	SMS alert software is used to intimate the parents about important events and information
Administration	All official communications to departments and staff are made through electronic means.

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
2018	Nil	Nil	Nil	0
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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)
2018	Retreat for teaching staff		01/06/2018	01/06/2018	65	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
Science Academies refresher Course on Statistical Mechanics	8	02/05/2018	16/05/2018	14
Orientation	1	06/06/2018	04/07/2018	28

Programme				
Orientation Programme	1	11/07/2018	07/08/2018	28
Summer School	1	23/07/2018	13/08/2018	21
FDP in Commerce and Management	2	06/05/2018	10/05/2019	5
Workshops on MOOCs	2	19/03/2019	21/03/2019	3
FDP on Functional Materials and Devices	2	10/09/2018	15/09/2018	6
School on Neutrons as probes of Condensed Matter	2	28/10/2018	01/11/2018	5
Science Academies Refresher Course on Quantum Mechanics for Nuclear and Particle Physics	1	01/12/2018	15/12/2018	15
University and PG College M Sc Teachers Training Program in Physics	1	07/06/2018	27/06/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	5	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Cooperative Society for financial assistance, Staff Tour	Staff Cooperative Society for financial assistance, Staff Tour	Student Aid Fund, Financial assistance to students affected by flood

6.4 – Financial Management and Resource Mobilization

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

Yes, well established institutional mechanisms exist in the institution for the efficient and transparent management of financial resources. All internal resources raised by the institution are subjected to an annual audit by

qualified auditors appointed by the Management. The audited accounts are presented in the Management Board meetings for its approval, and the accounts are sent to the CSI Trust Association for its approval. The audited accounts relating to the PTA are presented in its Executive committee and General Body for approval. All external funds received from the UGC, Government and the University is audited as per the norms of the respective agency.

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
Bishop Moore Alumni Association, Kuwait	150000	Flood Relief
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6.4.3 – Total corpus fund generated

810000

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	No		Yes	Principal
Administrative	Yes	Government of Kerala	Yes	Principal

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

PTA is actively involved in the development activities of the College. PTA contributes to the resources for the day to day functioning of the College. PTA plays its role in motivating and fostering talent by awarding meritorious students.
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6.5.3 – Development programmes for support staff (at least three)

The support staffs have an induction programme that familiarises them with the workings of the College. As a team building activity an annual Staff tour is arranged for them. The emotional/spiritual needs are taken care of in the annual retreats organised for them. Monetary exigencies are taken care of by the cooperative society of the College.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

STARS (Students and Alumni for a Responsible Society) StEP (Staff Enrichment Programme) Gene Pool Conservation
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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No Data Entered/Not Applicable !!!

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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
Poster Workshop and Poster Competition	07/02/2019	07/02/2019	110	14

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

- 15 of the power requirement is met using solar lamps. Energy efficient lamps are promoted in the College campus.
- 70 of the fuel requirement for cooking purpose in the College Canteen is met using biogas plants
- 50 of the fuel requirement for cooking purpose in the Ladies' hostel is met using biogas plants
- Aquaponics
- Environment Day was observed on 5th June 2018 - Distributed 500 tree saplings delivered by the forest department.
- Aforestation campaign
- Sensitization of Environmental awareness to school children was organised on 28th June, 2018
- Campaign against plastics
- Earth Day, Water conservation Day, Forest Conservation Day were observed
- Project on Water Quality of Mannar panchayath of Chengannur thaluk, a flood affected area

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	8
Ramp/Rails	Yes	4
Rest Rooms	Yes	8
Scribes for examination	Yes	8
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	15/08/2018	11	Distribution of food, clothes and other essentials to	Shortage of basic needs in relief camps	250

					flood affected areas		
2018	1	1	01/09/2018	210	House construction project for flood affected student	Loss of house due to flood	750
2018	1	1	10/12/2018	1	Cash compensation to flood affected students	Damage to house/property due to flood	7
2019	1	1	04/02/2019	3	Water Quality Analysis in the flood affected Mannar panchayath of Chengannur thaluk	Poor quality of drinking water, following flood	55

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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)
College Handbook and Calendar	04/06/2018	The College handbook and Calendar is a concise book which contains all requisite information concerning the code of conduct of all the stakeholders. It includes all the rules and regulations regarding the discipline and conduct of students in the campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Retreat for teaching staff	01/06/2018	01/06/2018	65
Retreat for Nonteaching staff	01/06/2018	01/06/2018	25
Orientation programme for students	23/06/2018	23/06/2018	427
Invited Talk on Global warming and Natural calamities"	30/07/2018	30/07/2018	95

Talk on "My Kerala Mentoring Youth	24/10/2018	24/10/2018	945
Talk on "Character -A Key Investment to Success"	05/11/2018	05/11/2018	98
Orientation programme for newly appointed Nonteaching Staff	05/11/2018	09/11/2018	7
Flash mob on Renaissance	30/01/2019	30/01/2019	925
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- An Eco Garden and a Medicinal plant garden were constructed in the College campus
- 'Shanthisthal' - a project in which a protected area is maintained to conserve the natural ecosystem
- Gene Pool Conservation project - Cultivation of 'Rakthashali' - an endangered medicinal variety of paddy
- Gene Pool Conservation project - Cultivation of rare varieties of Jack trees
- Butterfly park maintained in the campus
- Carry bag and Envelope making Training

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. STARS (Students and Alumni for a Responsible Society) A core group of 40 students are selected as volunteer leaders of STARS, every year. They are groomed under reputed alumni and teachers. The immediate need of the society is identified from time to time and necessary interventions are made. For instance, during the floods which ravaged the state in August 2018, the STARS volunteers intervened in the situation of shortage of basic needs in relief camps, by distributing food, clothing and other essentials. A delegation visited the flood affected students to evaluate the extent of loss that occurred and identified 20 students who were severely affected by the flood. Cash compensations of Rs. 5000, Rs. 25,000, Rs. 50,000 were given according to the extent of damage. A flood proof house was constructed for a severely affected student residing in a flood prone area, made possible by contributions received from the alumni, parents and teachers. As part of STARS, 10 best outgoing students are selected every year through a four level selection process and three among them are adjudged as the "Stars of Moore". The first level of selection is a preliminary written test for all outgoing students. The second level is a verification of the academic and cocurricular achievements of the students selected in the first level. Those selected at the second level are given training for interviews and group discussions. The third level is a personal interview conducted by a reputed panel which includes an academician, a psychologist and an eminent person from the corporate sector through which 10 best performing students are selected. The final round is an open stage performance. The three STARS of MOORE are selected after taking into consideration the cumulative score of the final three rounds. The awards to the best students are distributed by renowned persons in 'PATHEYAM', a programme dedicated to bid adieu to the outgoing students.

2. STEP (STAFF ENRICHMENT PROGRAMME) The College has a Staff Recreation Room, rich with indoor games like Caroms, Chess, Table Tennis and a small library. This is the place where the teachers and the non teaching staff unwind after a long day at work. Besides this, there is an indoor badminton court which is abuzz with activity after working hours. The College Staff is also encouraged to make use of the basket ball court in the College Hostel and also the College Cricket/Football ground.

Every year the College arranges for a Staff Recreation Tour to a place of verdant beauty. This has proved to a very successful detoxifying measure and an immensely successful team building activity. The College conducted a one week induction training programme for the newly recruited Non Teaching Staff. They were groomed into the niceties of the job at hand . The Teaching and Non Teaching Staff of the College also benefit from retreats held at the College The College also has a functioning Cooperative Society that chips in with help when the chips are down in form of monetary exigency for the employees.

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

<http://bishopmoorecollege.org/best-practices/>

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 vision of the institution is to be a centre of excellence and a catalyst in facilitating a holistic development of youth with international standards, edified with the sanctity of truth, equipped to serve, grounded on Christian ideals. The College ensures the holistic development of the students in the academic, cocurricular and extra curricular aspects, as well as in grooming them to be responsible citizens with social commitment, keeping up ethical standards based on Christian ideals. International and National Conferences, workshops, seminars and lectures are organised regularly to impart the latest developments in academic and research fields. Graduate and Post Graduate students are given opportunities to carry out Summer Research projects at reputed institutions like the Indian Institute of Science (IISc), Bangalore, Indian Science Academies, Indian Institute of Space Science and Technology (IIST) and the IITs. Each day starts with a morning prayer and a chapel service is conducted on every Wednesday, during which the College Chaplain teaches on the Christian ideals.

Provide the weblink of the institution

<http://bishopmoorecollege.org/>

8.Future Plans of Actions for Next Academic Year

1. To invite internationally renowned scholars for the Golden Jubilee Lecture Series to be organized by the Department of English.
2. To organise a short term winter school workshop on New Reserarch Techniques
3. To organise a National Conference jointly with the Pushpagiri Institute of Medical Sciences
4. To organise 'Shasthrajalakam' a science awareness programme to open up the world of science to high school students.
5. To celebrate the bicentenary of the famous Malayalam grammarian Rev. George Mathen.
6. To organise short term course on Accountancy training.
7. Construct the Golden Jubilee Block
8. Construct a dining hall for the ladies hostel
9. To implement the second phase of the DST FIST project
10. To implement programmes and purchase of equipments under the DBT STAR College scheme
11. To promote applications for research guideship of teachers
12. To appoint non teaching staff in the existing vacancies