



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

BISHOP HEBER COLLEGE (AUTONOMOUS)

ALLITHURAI ROAD, PUTHUR

620017

www.bhc.edu.in

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BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Bishop Heber College, an Autonomous institution affiliated with Bharathidasan University, Trichirappalli has successfully completed 57 years of academic endeavour by providing quality higher education that places a strong emphasis on Holistic Development.

The journey has been fruitful and led to fetch several awards such as "**College of Excellence**" from the UGC, sanctioned a Grant of 1.31 crores in 2017, **DST-FIST** Grant of 1 crore under "**College as a Whole**" scheme in 2016, **DBT-STAR** Programme with a grant of Rs. 45.5 lakhs in **2016**, ranked within **Top 50** institutions in India for the previous five years by the MHRD-NIRF India Rankings and received a "**A**" **grade from NAAC and a 3.58/4 CGPA** in its Third Cycle of Reaccreditation in 2015. Academic partnership with 13 International Universities and 92 National level Institutes provide platform for academic and research based activities.

With a focus on Outcome-Based Education beginning in 2019, the enriched teaching community addresses the requirements of the students by providing a wide range of programmes, including creative, vocational, and specialised programmes under CBCS. They are available in several academic fields such as Language and Literature, Humanities, Business and Management Studies, Basic and Life Sciences, Computational Sciences, Visual Communication, Professional Accounting, International Accounting, Strategic Finance, and Aviation.

The Institution's vision is very clear, and it provides a conducive environment that encourages the students towards Academic success, Skill empowerment, and Community Service in Whole-Person Education.

In order to fulfil the primary goal of quality improvement, the Institution continually works to update the curriculum in accordance with international standards, creates networks with enterprises, encourages the development of entrepreneurial skills, and supports vertical mobility.

With ICT-enabled teaching, innovative practises, internships and practise schools enriched student community by utilising Learning Management Systems (LMS). The advancements in e-governance opportunities, accessibility of ICT facilities, state-of-the-art Laboratories and Research facilities, Analytical & Instrumentation Centre, Library, Indoor Stadium, Sports Facilities, Gym, etc. all contribute to the promotion of high-quality activities in research as well as curricular, co-curricular, and extracurricular activities generally

The Institution supports National Building efforts from the government, including AICTE-IIC, *Unnath Bharath Abiyan* (UBA), *Swachh Bharath*, *AthmaNirbhar Bharat*, *Vigyan Sarvatra*, and the National Academic Depository (NAD).

The College fulfils the psycho-socio-economic needs of students while also teaching moral values and principles through a range of programmes, such as Value & Life Focused Education, Service Learning, and Extension Services to the Community.

Vision

Bishop Heber College-a Higher Education Institution of Excellence, is committed to transforming young

learners, to be competent and socially conscious, through holistic education, ensuring inclusivity and equity, inspired by the love of the Lord Jesus Christ.

Mission

MISSION: Bishop Heber College strives to impart Whole Person Education through Academic Excellence, Spiritual, Social and Ecological consciousness, Innovation & Entrepreneurship, Partnership and Networking, thereby Contributing to Nation building.

INSTITUTIONAL CORE VALUES

Spirituality: Inspired by the Love of God

- Compassion
- Mutual love and Trust
- Stewardship
- Empathy
- Reaching-out the unreached
- Counselling the needy
- Selfless Service

Values: where our Heart and Soul is...

- Integrity
- Dignity
- Genuineness
- Courage
- Accountability
- Consistency
- Openness

Whole Person Education: awakening the human potential of every individual

- Ethical & Professional Values
- good health and Wellbeing
- Agility and Adaptability
- Emotional Intelligence
- Servant Leadership
- Productive Citizenship
- Social Consciousness

Eco-consciousness: enabling a sustainable future

- Care for Nature
- Sustainable Living
- Optimal Resource Utilization
- Self-Reliance

- Environmental Stewardship
- Indigenous Designing

Academic Excellence: the Corner Stone

- Global Competency
- Quest for Excellence
- Digital Proficiency
- Scientific Acumen
- Networking and Partnership
- Innovation and Entrepreneurship
- Quality Sustenance

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The Institution of National Repute, with a heritage of 57 years, offers 61 programmes that focus on Whole Person Education and commemorate important National and International days. The institution has well-equipped infrastructure with ICT-enabled classrooms, 24x7 WiFi connectivity, state-of-the-art research, academic and sports facilities for effective teaching, learning, research and extension. It also has aesthetically designed buildings that nest in an eco-friendly campus, which is well-equipped for the differently-abled.

Challenging Curriculum: Curriculum is updated periodically to meet International standards, encompassing languages, core courses, skill-based courses and extracurricular aspects. It includes courses that address cross-cutting issues and impart values through value and life-oriented education.

105 MoUs (12 international institutions, 11 NGOs, 54 Corporate Sectors and 28 National Level institutions) have been signed by the institution to facilitate internships, student exchange programmes, cross-mobility and employability.

Resourceful Faculty Assets: Qualified, proficient teachers, visiting faculty, resource persons and eminent academicians/scientists in the relevant fields share their expertise.

Participatory Learning Pedagogy: A systematically followed interactive teaching, student-teacher mentoring system, flexible and transparent evaluation process, industrial visits, fieldworks and a 360° feedback system enhance the levels of the learning process. The communication skills and self-learning ability of the students are enhanced through the computer-assisted Language lab.

Centralized Heber Analytical Instrumentation Facility serves to promote basic and interdisciplinary research. The Research outputs are up scaled through the grants received from external agencies. The management also provides incentives for research and publications.

Deanery of Extension Activities helps around 12,900 individuals in 23 adopted villages and has made a great impact by establishing a model village, joining hands to fetch the Government Scheme Unnat Bharat Abhiyan, and empowering women by donating a banana fibre extracting machine for **Entrepreneurship Development**.

Financial assistance for underprivileged students is provided through the “Student Helpline” and “Earn while you learn” schemes.

Committees such as Grievance Appeal Committee, Complaint Redressal Committee, Anti-Sexual Harassment Cell etc. address the students’ needs in all aspects.

Alumni Networking enhances academic excellence and provides financial assistance to students.

The state-of-the-art indoor stadium and excellent infrastructure for sports enable the students to win recognition at national and international levels.

Institutional Weakness

Minimum Number of Government Aided Posts: There is less number of Government-aided posts sanctioned for the teaching and the non-teaching staff.

Inadequate Scholarships: The student strength is large and the number of government scholarships are less. There is no Fulbright scholarship availed.

Minimum Student and Staff Exchange Programmes: The exchange programmes for staff and students in the national and international level is less.

Minimum Number of Funded Research Projects: Funds from government and external agencies and limited research fellowships hinder research to a larger extent.

Less Number of Publications in High Impact Factor Journals: Publications in indexed journals with high impact factor is substantially less.

Minimum Number of Students to Qualify Competitive Examinations: Number of students qualifying competitive exams such as civil services, TOEFL, GRE etc are less.

Minimum Number of Students with High Salary Band: Students hailing from rural background lack language proficiency and the number of students going for higher studies abroad, getting placed in government jobs with high band salary is limited.

Less Number of Full-fledged E-Contents: Full-fledged module of e-contents are to be developed to enhance hybrid mode of teaching.

Less Industrial Collaborative Projects: Students involved in industry oriented collaborative research projects are minimal.

Less Entrepreneurship and Startup Initiatives: Number of entrepreneurs and startups are not alarming.

Institutional Opportunity

Enriched Curriculum: The raising demand for certain programmes such as B.Sc. Aviation, B.Com. Strategic

Finance, Professional Accounting, International Accounting, Business Process Management, Business Analytics, BBA Aviation and Ground Handling, etc. provide opportunity for the institution to venture into newer programmes under Self-Financed stream and students can gain expertise and industrial connections through the skill-based elective courses, and more hands-on opportunities and internships for students are offered.

Laboratories and Virtual Labs: Students are encouraged to use Virtual Labs which enables better understanding of the theoretical concepts.

ICT Enabled Classes: The ICT enabled classes facilitate participatory learning through several apps and on line platforms.

E-Studio: State of Art E-studio provides a great learning platform for Visual Communication Students and others. Many E-Contents are prepared with the aid of Visual Studio.

Research Avenues and Instrumentation Facility: The Heber Analytical Instrumentation Facility is a centralized facility housing sophisticated instruments for the benefit of the researchers. Staff and Students are motivated to take up Trans-disciplinary and Interdisciplinary research.

Competitive Exams: The institution provides exclusive training for the students to qualify competitive exams such as Civil Services, IELTS, TOEFL, etc.

Special Centres / Programmes: An Incubation center, a twinning programme, Tinkering and Testing unit, workstation and techno parks provide great learning experience for the students.

Incubation Centres: Students are given ample opportunity to upskill their skills through incubation centres.

National-Level Games: The indoor stadium facilitating indoor sports such as badminton, table tennis, chess, volley ball, karate, Taekwondo, Wrestling, Boxing, Kabadi and Yoga, to the standards to host National-level Games.

Institutional Challenge

Curriculum: Offering a curriculum that reaches a heterogeneous student group (both International and rural students) and the availability of expert evaluators for the induction of innovative programmes.

Equivalence for Innovative Programmes: Obtaining Equivalence for innovative programmes

- Scope to pursue higher studies for Innovative/Vocational programmes.

Research: With the minimal grant for research, number of faculty involving in active research within the time frame is limited.

- With the raising number of researchers only few fellowships are provided by the governmental agencies.

- Staff members need to be orientated to get the Fulbright scholarship
- Tapping fund from government and other agencies for carrying out research serves to be difficult

Industries for Collaboration: It is hard to identify relevant industries to build in academia-industry partnership to carry out collaborative research.

Award of Patents: Filing and award of patent of the research findings and further converting it into a product is a real time struggle for the researchers.

Installation of Eco Restoration Plants: Solarization of the campus full-fledged, installation of biomethanization plant and sewage treatment plant demands more financial support.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Bishop Heber College is an Autonomous Institution from 2004. The Institution offers 29 UG, 22 PG Programmes under the Choice Based Credit System and 10 M.Phil. and 17 Ph.D. Programmes. Outcome Based Education is adopted from 2019. The basic Sciences are funded under the DBT-STAR Scheme and DST-FIST. The Commerce Programmes - International and Professional Accounting and Strategic Finance are offered in partnership with the ACCA, TCS–Academic Interface, CA / CMA Association and National Stock Exchange. Three B. Voc. Programmes are offered with the support of UGC. Microsoft offers Add-on Programme to all undergraduates across disciplines. Through Academic Partnership with 58 External agencies, 65 Industry Experts taught 60 Courses during the assessment period. These Partner Institutions also provide Internship, research and project opportunities for students.

Credit Transfer is possible upto a maximum of 30 credits for UG and PG Programmes. Students earn Extra credits from Internships, Self-learning courses, MOOC and additional Project work. Core choices are available in 2 Programmes. Student Exchange Programme with IESEG School of Management enabled 13 students to complete part of the degree abroad. 132 students completed Internships in prestigious Institutions under the Indian Academy of Sciences.

92.59% of the Courses have direct influence on Employability, Entrepreneurship and Skill development. 31 % of courses address professional ethics and values, 20% orients on Sustainable Development Goals (SDGs) and 6.9% of core course related to Eco-consciousness. 206 Value Added Courses and Add-On Programmes are offered. Block Placement, In-plant training, Field work, Practice School, Projects experiences are part of core courses. Courses that focus on cross-cutting issues such as Value and Life Oriented Education, Life Skills, Environmental Studies, Research Ethics and Gender Studies are offered across disciplines in all UG and PG programmes.

Programmes are updated and revised as per the advancements of the Disciplines, needs in the job market and in accordance to the recent developmental needs of the locality, Nation and the world at large in areas related to Socio- Economic development, Human Capital Development, Scaling new Heights in Science & Technology, Mental Health & Medicine and Climate Action.

Teaching-learning and Evaluation

The Institution aims to enhance the learning levels of all students and promote their potential to the fullest. The Institution promotes equitable chances for a diverse range of students and organizes Student Induction Programme every year to accommodate the social, economic and linguistic diversity. Student assessment is based on academic performance and classroom activities.

Special Programmes for advanced learners include coaching for competitive exams, extra credit courses, participation in summer/winter projects and the Heber Hackathon. Slow learners receive academic enhancement classes, peer teaching, one-to-one sessions and skill-development programmes.

The Institution emphasizes "Learning by Doing" through various Student-Centered techniques such as participative learning, experiential learning, problem-solving methodology, and project-based learning. The Innovative Component as a part of CIA provides a means for evaluating higher order thinking skills of the students.

The Institution provides 24/7 free Wi-Fi and has 144 ICT-enabled classrooms with desktop computers/laptops and LCD projectors. Faculty members created 562 e-contents, 200 blogs, and a knowledge repository portal and uses various software to advance digital and programming skills amongst the young leaders. Lecture capturing systems, video-conferencing facilities, and smart boards are available.

The Institution is the approved Local Chapter of SWAYAM-NPTEL and a Study Centre for IGNOU. It adheres to the Institutional Calendar, communicates the miniscule deviations resulting from extraneous circumstances through circulars, emails and WhatsApp groups.

The Institution has made significant changes in the Examination and Evaluation Processes, including the integration of IT resources for a fully computerized examination procedure and innovative component in CIA for assessing the creative contributions of students. Assistive technologies are provided for visually-impaired students instead of scribes.

The Institution follows an Outcome-Based Education (OBE) system, which is aligned with its Vision, Mission and Core Values. It evaluates the effectiveness of the programmes and courses through direct and indirect assessment methods. Recommendation for revision of Curriculum and introduction of innovative programmes /new programmes/new courses are based on the analysis of attainment achieved and feedback from stakeholders.

Research, Innovations and Extension

Bishop Heber College strives to achieve academic excellence through research, with well-defined research policies and research facilities, laboratories and a state-of-the-art centralized Heber Analytical Instrumentation Facility. The Institution has 17 research departments, with 127 Research Supervisors and 238 Research scholars.

During the assessment period, the Institution received a research grant of Rs. 157.96 Lakhs from external agencies and produced a research output of 1031 papers in indexed journals, 482 articles in Scopus and 354 in Web of Science. Additionally, 185 Ph.D.s were awarded and 33 IPR filed / awarded.

To promote research, the Institution has sanctioned a seed grant of Rs. 49.71 Lakhs to 121 faculty members, granted incentives worth Rs. 71.59 Lakhs for publications in indexed journals, paper presentation, filing IPR, visits abroad and incentive to research guides.

Innovation and entrepreneurship are promoted through MHRD's Institution Innovation Council, Incubation Centre and Entrepreneurship Development Cell of the Institution. The Incubation Centre produces different products and trains students in waste management / recycling. Additionally, there are various student-run businesses, including Heber Hygiene Enterprises, Heber Eco-shop, Heber Apiary Business Units and Heber Integrated Farming Unit. 3 Start-ups initiated, 47 Books/ Chapters/Articles published/ / 12 Apps/ 3 Products created by the students.

The Institution conducts conferences, seminars, workshops, research-based awareness programmes on intellectual property rights and ethical practices related to research. Students receive hands-on training through internships, practice school/field work and mandatory project work. The Institution has signed 105 MoUs with external agencies to promote research /exchange / joint research projects /conferences.

The Institution offers extension activities through 30 Clubs that are integrated into the curriculum to develop students holistically and sensitize them to social issues. The Institution empowers students through NCC and NSS units to become potential leaders with a sense of patriotic commitment and selfless service. The Institution provides opportunities for students and faculty to work in disaster management. The Institution adopted 23 villages (Unnat Bharat Abhiyan Scheme - 17 villages) to create a sustainable ecosystem in the community. The Institution also acts as a nodal agency for ChildLine India Programme to reach children in distress.

Infrastructure and Learning Resources

Bishop Heber College, a large and eco-friendly campus, spreads across **33.25** acres with a built-up area of 14.70 acres. The campus comprises 11 buildings, including classrooms, seminar halls, library, administrative offices, and other spaces, catering to the varied needs of students and faculty.

- All 144 Classrooms and 12 Seminar Halls are equipped with ICT facilities, and there are 20 Science Laboratories, 20 Computer Laboratories, 14 Research Laboratories and 2 exclusive Computer Laboratories for advanced research. Other facilities include 18 Centres, 30 Extension Clubs, 12 Hostels, 10 Generators, Separate Restrooms for boys and girls in each block and Barrier-free environment in the campus
- Sports facilities comprise of Indoor Stadiums, Cricket & Football Fields and a Fitness Centre with the area of 25464.38 square meter
- Indoor Sports facilities for Shuttle Badminton, Ball Badminton, Volley Ball, Kabadi, Hand Ball, Table Tennis and Yoga Sessions
- Outdoor sports facilities for Athletics, Hockey, Football, Cricket, Tennis, Volleyball, Basketball, Badminton, Ball Badminton, Archery, etc.
- Auditoriums/Halls and the Centre for Music and Performing Arts facilitate the conduct of cultural activities
- The fully automated library with NIRMALS ProTM 2.2.0 holds 1,14,447 Books, 13,177 Reference Books, 319 Periodicals, 491 rare books, 1636 educational CDs, offers access to N-List, DELNET, SAGE Journals and Urkund for plagiarism check
- Central IT facility cater to academic & administrative requirements with 8 IBM servers and 1810 Computers, Internet Connectivity with 200 Mbps Bandwidth using 157 Wi-Fi devices and 236 CCTV

Surveillance Cameras

- The Centre for Data and Information Services provides in-house ERP Solutions and Rs. 913.63 Lakhs were spent for upgrading the IT Facilities in the last five years.
- State-of-the-art e-studio is established and 562 e-contents are created.
- Over the past five years, the Institution spent Rs. 4,571.20 Lakhs for expanding its infrastructure and Rs. 7,956.91 Lakhs towards its maintenance
- The Institution has a maintenance policy, stipulating the maintenance and enhancement of its academic support and infrastructural facilities
- The Centre for Environmental Sustainability & Environment and Sanitation Manager ensure eco-friendliness of the Campus

From State-of-the-Art academic facilities to sports and cultural activities, the Institution provides an enriching and stimulating environment for ideal learning.

Student Support and Progression

The Institution's concerted efforts towards promoting student engagement and support have enabled the Institution to establish a reputation for academic excellence and overall growth. The Institution is committed to provide a safe and inclusive environment for all students and implements a 'zero-tolerance policy' towards sexual harassment, ragging, racism, and violence to ensure that every student feels secured and respected.

The Student Council- a confederation of students across disciplines, moderates and manages student activities on campus and represents various committees of the Institution. The Deanery of Academics, Department Associations and Extension Clubs organize activities to hone the students' talents and help to build their potentials. During 2017-2022, 486 students cleared competitive examinations and 232 capacity development /skill enhancement programmes were organized by the Institution. Additionally, 8027 students got benefitted through government scholarships.

The Institution has reached out to 21,073 students through the **Student Helpline Scheme** worth of Rs. 3.89 Crores. Through Career Counselling and Coaching for competitive examinations 18,529 students were benefitted. The Institution has developed a comprehensive redressal mechanism that is accessible through online and offline modes and is responsive to the issues/needs of the students. Out of 4256 students graduated in the previous batch (2021-2022), 67% progressed (1019 secured placements and 1827 pursue higher studies).

The Alumni Association of the Institution is a registered body and has a wide network with Thirteen chapters, and its office bearers are nominated periodically. It contributes to the academic, cultural, infrastructural and financial growth of the Institution, provide real-time projects for students / share their professional skills and knowledge in various programmes. Alumni's contribution towards Institutional growth has been significant. Alumni Contributed **Rs.83,57,770** for the Institution (Rs. 41.32 Lakhs for Institutional and Rs.42.25 Lakhs for Departmental projects).

The Alumni support the Institution's philanthropic project "Heber Helping Hands," for Student Helpline and Noon-Meal Schemes. Students have bagged 288 awards/medals for their outstanding achievements in sports and cultural activities at International / National levels. The Institution has organized 60 sports and cultural events/competitions. The Institution's focus on holistic development has helped students excel in academics, sports, and cultural activities

Governance, Leadership and Management

Governance, Leadership and Management is in line with the Vision and Mission statement of the Institution enabling the farsighted Perspective Plans (2017-2022 & 2023-2032) to be attained. The style of 'Institutional Management' adopted is salient, unique and effective - Trust, Autonomy and Innovation being its core values – facilitating many an effective deployment of the Institutional Strategic Plan.

The Annual Academic Audit being one, that warrants to be showcased - the scientific process of Assessment, ingrained scope for presenting the salient attainments made, the rewarding mechanism enshrined- has brought in a healthy competitive spirit among the varied Departments of the Institution. Every Department sets higher benchmarks with every passing year and bettering the previous years in terms of Curricular, Co-curricular and Extra Curricular strides made. Every pertinent area of 'Institutional Management' has a Policy laid-out in black and white, followed in spirit and strictly adhered, thus enabling an Effective administrative mechanism.

Employee Welfare Policy of the institution, at the core of the 'Institutional Management', entails the varied welfare measures like health and wellness, flexi-timings and special leave for employees having Children with Special Needs / those having Chronic ailments, **barrier-free** environment, professional development opportunities, professional counselling assistance, need-based financial assistance (Festival and Salary Advance), 50% fee concession for children of the employees, etc. Accounts of the institution are maintained as per the required Standards, facilitated by a full-time Chartered Accountant employed by the Institution.

The resource mobilization policy of the Institution is aligned to its vision and mission, the objective being to provide quality higher education available to all young learners. Budget allocation, has a core focal area of enabling and enhancing the teaching-learning, assessment practices through the optimum utilization of resources for its sustenance, replication and scaling. The available and mobilized resources are utilized to its fullest capacity. Optimum Utilization of the available resources - material, manpower and finance - is nsured.

IQAC takes the onus of offering expertise, handholding and monitoring and evaluation of attainment of the goals in alignment with the Milestones envisioned. It takes persistent efforts to review the Teaching Learning and Assessment Processes, the pedagogy and the technology adopted to carry-out the same.

Institutional Values and Best Practices

Holistic Development, Inclusivity, Eco Consciousness and Social Values are the ethos of the Institution that provide the foci and fulcrum for Green initiatives and other Activities on campus, in adopted villages and one Model School. Every year, plans are drafted and implemented to ensure Gender Equality and Equity measures. Organic wastes, plastics, paper and e-wastes are either recycled / re-purposed / up-scaled. Tiruchirappalli City Corporation awarded the Institution for its "Zero Waste Practices".

Institution offers Environmental Service Learning, observes 'No Drive Day', engages in mass tree plantations and restoring eco system. Training Programmes on Youth empowerment, Banana Fiber Extraction, Apiary development and Hygiene Products preparation were conducted in the 8 adopted Villages. Student leadership and initiation in community service is nurtured by providing service opportunities in the 30 Extension Clubs.

During the assessment period, the Institution organized 102 Programmes on gender sensitization, 113 Programmes that instilled 'Spirit of Constitutional Obligation' among students and 173 observances of

Commemorative Days. Through the Extension clubs public events such as 22 Rallies, 24 Swachh Bharath Cleaning activities, 14 free medical Camps, 20 Blood donation drives and 128 outreach events were organized by student initiation.

Energy Audits, Household Surveys and Participatory Rural Appraisals were part of the Environmental Service Learning Course offered across all Disciplines. By student Ingenuity, 4 books and Biodiversity registers were compiled and donated to Five Village Panchayats. Long standing linkage with 56 NGOs for social action were fostered through these service Programmes. Students have donated 1584 units of Blood, cleaned 24 Public Parks, painted 5 Public Properties and built 100 Toilets in Pettavithalai Panchayats.

During pandemic, when the city was locked-down, our students lent 24 X7 helpline. Be it Gaja Cyclone or Floods in Kerala, Heber Task force was rendering help to neighborhood non-stop. A deep desire to reach to the societal needs, voluntarism and love to serve are visible attributes of the students who graduate from the Institution. 22 students have become social Entrepreneurs, and Mr. Damodharan, the Alumnus received the Padma Shri Award for his service in constructing 6 Lakh toilets, who received his call to social duty during his graduation from the Institution.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BISHOP HEBER COLLEGE (AUTONOMOUS)
Address	Allithurai Road, Puthur
City	Tiruchirappalli
State	Tamil Nadu
Pin	620017
Website	www.bhc.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	D. Paul Dhayabaran	0431-2770136	9442248806	0431-2770293	bhcprincipal@gmail.com
IQAC / CIQA coordinator	J. Princy Merlin	0431-2770158	9443427625	0431-2770293	princy.ch@bhc.edu.in

Status of the Institution	
Institution Status	Private , Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Status.pdf
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	24-06-1966
Date of grant of 'Autonomy' to the College by UGC	07-10-2004

University to which the college is affiliated

State	University name	Document
Tamil Nadu	Bharathidasan University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	27-03-1987	View Document
12B of UGC	28-09-2016	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	19-07-2022	36	For MBA and MCA Programmes

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	30-09-2011
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Department of Science and Technology
Date of recognition	30-09-2011

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Allithurai Road, Puthur	Urban	33.25	59490.3

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,History	36	HSC	English	81	81
UG	BA,Economics	36	HSC	English	77	77
UG	BA,English	36	HSC	English	186	162
UG	BSc,Mathematics	36	HSC	English	180	126
UG	BSc,Physics	36	HSC	English	130	96
UG	BSc,Chemistry	36	HSC	English	140	0
UG	BSc,Botany	36	HSC	English	40	31
UG	BSc,Zoology	36	HSC	English	79	51
UG	BSc,Computer Science	36	HSC	English	458	458
UG	BA,Tamil	36	HSC	Tamil	60	31
UG	BBA,Business Administration	36	HSC	English	287	287
UG	BSc,Aviation	36	HSC	English	40	18
UG	BBA,Aviation	36	HSC	English	60	52
UG	BSW,Social Work	36	HSC	English	60	29
UG	BCA,Computer Application	36	HSC	English	348	348
UG	BSc,Actuarial Science	36	HSC	English	60	46
UG	BSc,Environmental Sciences	36	HSC	English	40	27

UG	BSc,Food Science And Nutrition	36	HSC	English	40	38
UG	BSc,Biotechnology	36	HSC	English	98	98
UG	BCom,Commerce	36	HSC	English	60	43
UG	BCom,Commerce	36	HSC	English	158	158
UG	BCom,Commerce	36	HSC	English	75	75
UG	BVoc,Commerce	36	HSC	English	53	53
UG	BCom,Commerce	36	HSC	English	62	62
UG	BCom,Commerce	36	HSC	English	60	58
UG	BCom,Commerce	36	HSC	English	636	636
UG	BCom,Commerce	36	HSC	English	62	62
UG	BVoc,Information Technology	36	HSC	English	60	44
UG	BVoc,Visual Communication	36	HSC	English	40	35
PG	MA,History	24	UG	English	35	11
PG	MA,Economics	24	UG	English	35	16
PG	MA,English	24	UG	English	113	89
PG	MSc,Mathematics	24	UG	English	142	141
PG	MSc,Physics	24	UG	English	69	69
PG	MSc,Chemistry	24	UG	English	59	59

PG	MSc,Botany	24	UG	English	31	31
PG	MSc,Zoology	24	UG	English	25	23
PG	MSc,Computer Science	24	UG	English	153	153
PG	MA,Tamil	24	UG	Tamil	40	19
PG	MSW,Social Work	24	UG	English	70	69
PG	MCA,Computer Application	24	UG	English	205	205
PG	MSc,Actuarial Science	24	UG	English	50	41
PG	MSc,Environmental Sciences	24	UG	English	24	16
PG	MSc,Food Science And Nutrition	24	UG	English	31	31
PG	MLibISc,Library Information Science	24	UG	English	20	14
PG	MSc,Biotechnology	24	UG	English	51	51
PG	MCom,Commerce	24	UG	English	70	49
PG	MSc,Information Technology	24	UG	English	40	38
PG	Integrated(PG),Bioinformatics	60	HSC	English	55	36
PG	MSc,Data Science	24	UG	English	45	45
PG	MBA,Management Studies	24	UG	English	139	139

Doctoral (Ph.D)	PhD or DPhil,History	36	PG	English	6	0
Doctoral (Ph.D)	PhD or DPhil,Economics	36	PG	English	10	0
Doctoral (Ph.D)	PhD or DPhil,English	36	PG	English	50	5
Doctoral (Ph.D)	PhD or DPhil,Mathematics	36	PG	English	60	6
Doctoral (Ph.D)	PhD or DPhil,Physics	36	PG	English	36	0
Doctoral (Ph.D)	PhD or DPhil,Chemistry	36	PG	English	68	3
Doctoral (Ph.D)	PhD or DPhil,Botany	36	PG	English	18	2
Doctoral (Ph.D)	PhD or DPhil,Zoology	36	PG	English	12	1
Doctoral (Ph.D)	PhD or DPhil,Computer Science	36	PG	English	48	9
Doctoral (Ph.D)	PhD or DPhil,Tamil	36	PG	Tamil	96	2
Doctoral (Ph.D)	PhD or DPhil,Social Work	36	PG	English	42	5
Doctoral (Ph.D)	PhD or DPhil,Environmental Sciences	36	PG	English	18	0
Doctoral (Ph.D)	PhD or DPhil,Library Information Science	36	PG	English	28	0
Doctoral (Ph.D)	PhD or DPhil,Biotechnol	36	PG	English	16	1

	ogy					
Doctoral (Ph.D)	PhD or DPhil, Commerce	36	PG	English	50	0
Doctoral (Ph.D)	PhD or DPhil, Management Studies	36	PG	English	22	3
Doctoral (Ph.D)	PhD or DPhil, Physical Education	36	PG	English	10	3
Pre Doctoral (M.Phil)	MPhil, English	12	PG	English	14	5
Pre Doctoral (M.Phil)	MPhil, Mathematics	12	PG	English	17	1
Pre Doctoral (M.Phil)	MPhil, Physics	12	PG	English	9	0
Pre Doctoral (M.Phil)	MPhil, Chemistry	12	PG	English	20	3
Pre Doctoral (M.Phil)	MPhil, Computer Science	12	PG	English	13	3
Pre Doctoral (M.Phil)	MPhil, Tamil	12	PG	Tamil	26	6
Pre Doctoral (M.Phil)	MPhil, Social Work	12	PG	English	12	0
Pre Doctoral (M.Phil)	MPhil, Library Information Science	12	PG	English	9	1
Pre Doctoral (M.Phil)	MPhil, Commerce	12	PG	English	13	1
Pre Doctoral (M.Phil)	MPhil, Management Studies	12	PG	English	6	5

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				23				76			
Recruited	0	0	0	0	15	8	0	23	40	36	0	76
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				52				401			
Recruited	0	0	0	0	31	21	0	52	184	217	0	401
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				21
Recruited	20	1	0	21
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				217
Recruited	190	27	0	217
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				19
Recruited	15	4	0	19
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				159
Recruited	107	52	0	159
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	38	28	0	130	137	0	333
M.Phil.	0	0	0	5	3	0	62	92	0	162
PG	0	0	0	0	1	0	26	29	0	56
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	1	0	33	26	0	62
M.Phil.	0	0	0	0	0	0	17	20	0	37
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	8	12	0	20

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1263	39	0	0	1302
	Female	2097	23	2	4	2126
	Others	0	0	0	0	0
PG	Male	628	10	0	1	639
	Female	698	8	0	0	706
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	15	0	0	0	15
	Female	25	0	0	0	25
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	8	1	0	0	9
	Female	17	1	0	0	18
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	279	192	209	157
	Female	181	212	169	170
	Others	0	0	0	0
ST	Male	10	5	5	9
	Female	4	5	5	13
	Others	0	0	0	0
OBC	Male	1956	1608	1525	1525
	Female	1250	1516	1260	1438
	Others	0	0	0	0
General	Male	142	149	133	179
	Female	100	131	151	168
	Others	0	0	0	0
Others	Male	432	424	396	387
	Female	413	419	445	521
	Others	0	0	0	0
Total		4767	4661	4298	4567

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Actuarial Science	View Document
Aviation	View Document
Bioinformatics	View Document
Biotechnology	View Document
Botany	View Document
Business Administration	View Document
Chemistry	View Document
Commerce	View Document
Computer Application	View Document
Computer Science	View Document
Data Science	View Document
Economics	View Document
English	View Document
Environmental Sciences	View Document
Food Science And Nutrition	View Document
History	View Document
Information Technology	View Document
Library Information Science	View Document
Management Studies	View Document
Mathematics	View Document
Physical Education	View Document
Physics	View Document
Social Work	View Document
Tamil	View Document
Visual Communication	View Document
Zoology	View Document

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The Programmes offered by the Institution include vocational and core programmes. The college offers courses of Multi-disciplinary and interdisciplinary nature in both undergraduate and postgraduate programmes. Non-Major Elective Courses (NMEC), Skill Based Elective Courses (SBEC) are offered in which students can enroll courses offered by other Departments in the College. The SBE Courses are of inter-disciplinary in natures. In all the UG & PG Programmes , choices are offered in Core, Allied, Elective, Non-Major Elective Courses. Besides, the College offers interdisciplinary programmes like Master of Social Work, Bachelor of Science in Environmental Sciences, B. Sc. Nutrition and Dietetics, M.Sc. Food & Nutrition, B. Sc. Biotechnology, M.Sc. Biotechnology, Master of Environmental Sciences, M. Sc. Data Science, M. Sc. Actuarial Sciences, which cut across disciplines like Psychology, Sociology, Statistics, Biology, Chemistry, Zoology, Ecology, and Botany. Students are encouraged to undertake projects on Interdisciplinary nature with societal applications. Integrated Programmes in Bioinformatics offers the options for multiple exit.</p>
2. Academic bank of credits (ABC):	<p>Choice Based Credit System (CBCS) was introduced in the College during the Academic Year 2004-2005. Students are motivated to enroll in Online Courses offered by SWAYAM, NPTEL, MOOC and Students earn extra credit on completion of Online Courses . Credits are given to those students who undertake Summer /Winter Projects and internship during their period of study. The College enrolled itself in National Academic Repository (NAD) to have credit transfer through Academic Bank of Credits as per National Education Policy of 2020.</p>
3. Skill development:	<p>Skill-based courses, Add-on Programmes, Value Added Courses and Diploma Courses are offered by all the Departments to hone the subject based and employability skills among the students. The College ensures the Skill Acquisition of the students by periodically updating the Curriculum to fulfill the demands of the job market at National and Global Level . The Deanery of Training and Placement also ensure the appropriate skills acquisition by conducting programmes related to employability like Communication Skills, Resume Building, Interpersonal skills. A dedicated course on Life Skills</p>

	is incorporated into the curriculum of all the Undergraduate Students. The areas covered are Communication, Personality Development , Numeracy Skills, etc.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	All the UG students are taught Tamil / Hindi/ Sanskrit / French for at least two to four semesters, as Part I language. The Departments of Tamil, English, Economics, Hindi, History and Social Work offer courses to integrate the culture and Indian knowledge system into their respective fields of study. The Department of Tamil offers a Diploma Course on Nattapura Nigalthu Kazhaigal -a course to teach ancient Tamil traditional performing arts. All the Undergraduate and Postgraduate students are taught a course on Value and Life Oriented (VLO) Education, in which the need to uphold social and cultural values of Indian society are highlighted. Books related to Indian literature in Tamil, English and Translation are available for the use of students.
5. Focus on Outcome based education (OBE):	Every Programme's Vision and Mission align with the Graduate Attribute, Programme Outcomes and Programme Specific Outcomes framed from 2019. The POs, PSOs, COs and SLOs framed are approved by College's Academic Council post deliberations by the Boards of Studies. The Alignments of the outcome with Institution's vision and of POs to Cos were mapped on a 3 point scale. The Course Coordinators fix K levels of the SLOs and COs besides preparing and submitting question paper blue prints before the start of a course. The percentage of Higher Order Thinking Skills (HOTS) and Lower Order Thinking Skills (LOTS) questions proposed by the respective course coordinator for each course is presented and approved by the concerned Boards of Studies and the Academic Body constituted by the Deanery of Academics, External and Internal Experts and the COE. The outcome based Syllabi is displayed in the College Website and is also shared to students by the course teacher. Revised Blooms Taxonomy is followed for question paper setting, devising assessment methods to gauge attainment. Teachers exercise autonomy in giving Assignment, Seminar and Innovative Components for the CIA. Contemporary-relevant and skill based Courses follow the innovative means of assessment. The attainment calculation is done through direct and indirect methods.

6. Distance education/online education:

The College is well aware that Distance education/online education will promote life -long learning. The College is exploring the possibility of offering courses and programmes under Distance education and online education through IGNOU Nodal Centre and NPTEL Local Chapter. The college took a policy decision that every department should offer at least one Value-Added course per semester to its students. Department-wise Value-Added courses are offered to students irrespective of stream of study. Both Continuous Internal Assessment and End Semester Examinations were conducted only via ONLINE during the Academic year 2020-2021. Heber Online Xam Portal: During the COVID-19 pandemic, release of question Papers and submission of Answer Scripts by students with stipulated time was followed completely by automated procedure with the Software developed by the Students and Faculty members of Data Science experts of the college in April 2020 by name – HeberOX that helped teachers conduct online exam from wherever they are with a OTP verification system. Through this, the Identity of the teacher who conducts the examination and details of who conducts, what examinations is revealed only 5 minutes ahead of the commencement of the examinations, ensuring Question paper distribution from COE foolproof. ICT –enabled tools have an indispensable component of the teaching-learning process and the faculty members are well equipped with necessary skills through workshops and FDP on E-Content development and usage of ICT Tools conducted by the Deanery of Academics and IQAC. Both teachers and students pursue courses through MOOC and online platforms like SWAYAM, NPTEL and almost 600 students have completed at least one online certificate course. Most of the professors have created their own E-Content based on the prescribed syllabus and share professional expertise through their personal blogs. Online classes are conducted through G-meet or Zoom platforms and effective interaction between teachers and learners take place as the former use a variety of online tools like Mentimeter, Socrative, Near-pod, Kahoot, Quizlet, WebQuest, ChemDraw etc. Apart from this, faculty engage learners in effective blended learning by screening relevant videos and documentaries, eliciting quality interaction. The effective audio-video blended props

facilitate greater understanding of concepts and enhance memory of the learners. All the classrooms have appropriate infrastructure for ICT enabled Tools blended learning. The online examinations are conducted through HeberOx and the College Management is self-dependent for the maintenance of attendance, mark register, online admission through the software generated by the Centre for Data and Information Services. Department. Besides, the College is an Approved Study Centre for Indira Gandhi National Open University (IGNOU) since 1985.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?

Electoral Literacy Club of our College dates back to the year 2019. It was envisaged as a platform to engage the students through Innovative, Interesting and Invigorating initiatives, hands-on experiences, the focus of it all being to sensitize the youngsters on their electoral rights. The Club familiarises them with the electoral process. Through ELC, Election Commission of India, aims at strengthening the culture of electoral participation among young and future voters. The primary objective of the club is to sensitize student community about the democratic programmes to create awareness. The club conducts mock polling activity to facilitate experiential learning of the democratic setup that enables Independent, confidential and empowered decision of every citizen of our country in electing the leaders of their country. The club also conducts cartoon sketching, drawing, debates, mock parliamentary sessions, elocution, essay writing and other programmes which creates deeper insight regarding the electoral procedures. Vision Providing a clear cut vision about electoral participation and a sense of democratic attribute among young generation. Mission • To provide education about registration and legal electoral process. • To familiarize the targeted populations about machine voting like Electronic Voting Machine (EVM) and Voter Verifiable Paper Audit Trail (VVPAT). • To help the targeted audience understand the value of their vote. • To ensure the citizens that they should exercise

	<p>their adult suffrage right with confidence in an ethical manner • To develop a sense among the citizens that 'Every vote counts' and 'No Voter to be Left Behind'. The club has been functioning effectively aligning all its initiatives to its vision.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Student Coordinators and Faculty Coordinators have been appointed ever since the inception of the club and they take a lead in carrying out the need of the hour activities centering around the objective of creating insight on the imminent need to exercise our franchise. The faculty coordinators are as follows : Dr.A EASTER RAJ – Assistant Professor in Tamil Dr.T.GIFTSON - Assistant Professor in Social Work The student coordinators are as follows: Mr. Samson Jebaseelan C, II B.Sc. Mathematics Ms. Jansirani S, II B.Sc. Zoology The dynamic team of coordinators and the members have kept the spirit of the club intact, carried out very many societal initiatives pertaining to the vision of the club. Till date sixteen sensitization programmes have been carried out to enable the learners in the campus to gain insight on the value of their vote, be aware of its implications on the democratic functioning of the country, and also be empowered to share this insight to their fellow countrymen, thus enabling a wider reach of this very pertinent obligation of every citizen of our country to be a reality. The ELC of our College is representative in character. It embodies the vision of the club. The mission is aligned to the core objectives of the Club and the activities carried out are monitored and evaluated against this focal area of the club. Way forward are chalked out based on the impact of the assessments done and thus attainment of the objectives of the club ensured, higher benchmarks of Quality attainment enabled with every new academic year.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Very many novel need based initiatives were undertaken to get the buy in from the young learners of the College with regard to their bounden responsibility to cast their vote, with an understanding of its impact on the very functioning of the democratic system of our country. All the programmes were designed keep the youth in mind and the very design of the endeavors was in alignment with the mindset of the youth to learn it all quick and easy. Accordingly Signature Campaigns, Sticker Campaigns, Poster presentations at vintage</p>

	<p>points in the college, Street plays, Competitions rekindling their creativity, rallies, volunteering during the elections, and they being trained to train others to be conscious to execute their social consciousness in casting their vote, reaching the marginalized to sensitize them on their opportunity to use their right to cast vote as a means to gain the platform to showcase their felt needs. The obligation of every citizen to contribute for the welfare of our country and its productive future was the cog in the wheel for all these societal initiatives to rejuvenate the responsible citizen in every common man.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Our College extends its fullest support to the conduct of elections and the smooth execution of the election process. All the faculty in the aided stream and those who volunteer in the self-finance stream render Election duties and serve in the capacity of Presiding Officer (PO), Polling officers 1 and 2 (PO1 & PO2). Our College also serves as a polling book for the elections. The NSS and NCC volunteers extend their services during the conduct of the elections and help in crowd control, streamlining the traffic and ensure smooth conduct of the process. Apart from this the College takes up initiatives to sensitize its student community about the value of leadership and the responsibility of every individual to elect the most deserving leaders. This is enabled to be experienced by them at their class level and club level where the student leaders are elected and they represent the varied committees in the College including the Examination committee, and Student welfare committee. The needed revamps are all made utilizing the inputs from them. Through these measures the College creates insight amongst the young learners about the value of leadership and the responsibility of every individual to ensure that the leadership goes to the right person. Varied competitions pertaining to this focal point of electoral rights and responsibility to cast vote is held periodically by the college. The Institution organized Heber MUN, an effective activity for learning about the UN and building links with global Model United Nations participants.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible</p>	<p>The club takes the lead in organizing orientation Programmes to the freshers who enter the under graduation programme and they are made aware of the process to acquire the election card, and</p>

students as voters.

handholding is ensured through the student leaders and the staff coordinators to those who seek guidance and assistance in this regard. Tracking of the same is done and it is ensured that all the eligible students get their election Identity cards and through the varied clubs apart from the ELC continued sensitization programmes are held to get their buy-in to cast their votes in a responsible and socially conscious manner.

Extended Profile

1 Program

1.1

Number of programs offered year-wise for last five years

2021-22	2020-21	2019-20	2018-19	2017-18
51	47	43	42	38
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of departments offering academic programmes

Response: 26

2 Students

2.1

Number of students year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12797	12678	12165	11381	9755
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of outgoing / final year students year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4256	4341	3918	3157	2590
File Description		Document		
Institutional data in prescribed format		View Document		

2.3

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12646	12475	12008	11208	9644
File Description		Document		
Institutional data in prescribed format		View Document		

2.4

Number of revaluation applications year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
336	02	417	628	338

3 Teachers

3.1

Number of courses in all programs year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1557	1437	1293	1275	1154
File Description		Document		
Institutional data in prescribed format		View Document		

3.2

Number of full time teachers year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
552	533	508	460	396
File Description		Document		
Institutional data in prescribed format		View Document		

3.3

Number of sanctioned posts year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
552	533	508	460	396
File Description		Document		
Institutional data in prescribed format		View Document		

4 Institution

4.1

Number of eligible applications received for admissions to all the programs year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
23905	28322	21397	21932	18821
File Description		Document		
Institutional data in prescribed format		View Document		

4.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4421	4537	4296	4373	3961
File Description		Document		
Institutional data in prescribed format		View Document		

4.3

Total number of classrooms and seminar halls

Response: 156

4.4

Total number of computers in the campus for academic purpose

Response: 1810

4.5

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
2193.11	1561.10	3179.10	3479.45	2115.35

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

Response:

Bishop Heber College, an **Autonomous** Institution, affiliated to the Bharathidasan University, focuses on **“Whole Person Education”**. The Institution offers a wide range of programmes from Language & Literature, Basic, Life and Computational Sciences, Humanities, Management Studies, Visual Communication, Commerce and Aviation. 29 UG, 21 PG and One Integrated PG programmes are offered under the **Choice Based Credit System**, apart from 10 M. Phil. and 17 Ph. D. programmes. Outcome based Education is adopted from 2019.

The Curriculum addresses the following areas of Global, National, Regional and Local (**GNRL**) needs:

Global:

- Food Security and Sustainable Agriculture
- Human Security in Digital and Cyber space.
- Climate Change Action and Disaster Management
- Post-pandemic Economic slowdown
- Viral Surge and Multiple Microbial Resistance
- Crypto Market and AI influence.
- Human Rights Violations and Racial Conflicts
- Child Labour, Women Safety and Drug trafficking
- Nuclear War and Space Governance.

National:

- Innovation and Self Reliance in Energy, Economy and Technology
- Proliferation of Slums, Housing Crisis in Urban areas.
- Sanitation, Hygiene and use of Big Data in Health Care System
- Access to Potable Drinking Water and Pollution of Water bodies.
- Illiteracy, Unemployment and Unemployability due to skill gaps.
- Promotion of Organic Farming and Ethnic Varieties to Global markets
- Automation, Decentralization and Digitalization.

Regional:

- Self-reliance in Energy and Solar Power harvesting.
- Promotion of Millet food varieties ethnic to Tamil Nadu.
- Land Erosion, Disappearing Islands of coastal Tamil Nadu and Conservation Biodiversity

- Skill enhancement and Mental Health of Youth.
- Water, Sanitation and Hygiene
- Development of Indigenous technologies and Exports
- Adoption of AI imbibed Technologies and IoT.

Local:

- Solid Waste Management, Industrial Effluence, Pollution and particulate Emission.
- Increasing Slum dwellers, Urban Sprawl, Land Ceiling and Land Pollution
- Microcredit, Micro-insurance and supportive systems for MSMEs
- Child Marriage, Women Trafficking, Infanticide & Foeticide and Family Welfare
- Watershed and Flood Management
- Organic Farming and Agriculture block chain

Field Projects, Concurrent Field-Work, Practice Schools, In-plant training, Internships, and Block/Summer Placements are **Credit Bearing Components**.

- **Industry and Academic partnership** with 65 organizations. Commerce programmes are offered in Collaboration with TCS – Academic Interface Programme, CA/ CMA Association of India and National Stock Exchange. Basic Sciences are DST-FIST and DBT- STAR Scheme funded
- English Language Competency is developed through Computer Aided Language Laboratory (CALL) where each undergraduate student undergoes 30 hours of one-on-one training per semester through exercises that hone LSRW skills. Students can opt to learn Indian languages -Tamil, Sanskrit, Hindi or French as their First Language.
- Community Service through Extension Clubs is a mandatory component of the Curriculum (40 Hours, 1 Credit).
- Credit Transfer is possible in exchange programme with the Academic partner Universities - Liverpool Hope University, UK, Appalachian State University, USA and IESEG School of Management, France.
- Choices in Core courses are available in 2 Programmes.
- Multiple Entry-Exit is possible in Integrated Bioinformatics Programme.
- Add-on Programmes, Extra-Credit, Self-Study and Value-Added Courses, provide students avenues to move beyond the boundaries of the curriculum and the impact is visible in the exhibits showcased by students in the *Heber Hackathon*, the Innovation Competition and Exhibition conducted annually.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 100

1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 51

1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 51

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years(Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 92.6

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

2021-22	2020-21	2019-20	2018-19	2017-18
1447	1326	1226	1176	1047

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.

Response: 13.22

1.2.1.1 How many new courses are introduced within the last five years

Response: 888

1.2.1.2 Number of courses offered by the institution across all programmes during the last five years.

Response: 6716

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).

Response: 100

1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.

Response: 51

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3 Curriculum Enrichment

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

Response:

Active Citizenship, Positive World View and 21st century skills are imparted through the common courses offered across all UG and PG programmes.

UG courses offered across disciplines are Value and Life Oriented Education (VLO), Environmental Studies, Life Skills and Gender Studies.

PG Courses offered across disciplines include: Value and Life Oriented Education (VLO) and generic Elective courses in Professional Ethics and Research Methodology, from 2022 onwards.

- **Value and Life Oriented Education (VLO)** offered in the First Year UG & PG programmes provides spiritual and moral nourishment to the students and instils values and ethics in them to lead a purposeful life

- **Life Skills** offered in the Second year UG Programme enables students to acquire skills and abilities for adaptive and positive behaviour that helps to deal effectively with the demands and challenges of everyday life. The Outbound Learning and Innovative pedagogy used in these courses help learners develop creative, communicative and critical thinking skills necessary for employability

- **Gender Studies** offered in the Third Year UG programme promotes perspective change towards a gender-balanced society. In addition 7 core courses focus especially on Gender Issues

- **Environmental Studies (ES)** Course is offered across all UG programmes. Environmental Service Learning in the Neighbouring schools, Model Villages and adopted villages are components of the Course

- Ten percent of Core and Elective courses of all programmes focus on eco-consciousness and sustainability Goals charted by the UN

- Core Courses on Ecocriticism, Ecology and Biodiversity Conservation promote Eco-consciousness, understanding interrelationship among organisms in population and communities. Courses on Plant Biotechnology, Green Wealth, Mushroom Cultivation focus on the policy and technological options to deal with India's food surpluses, shortages and enables choosing of appropriate conservation strategies for environmental protection.

- **Research Ethics and IPR are taught in the** Final year PG programme as part of the core Research Project, and the authenticity of the project reports are verified through the use of URKUND software by the Institution.

- Fifty-five percent of core courses focus on professional ethics, helping learner's cognize ethical issues, IPR management and handling Genetically Modified Organisms

- Courses like Insurance Management, Data security, HR Analytics, Social Psychology, corporate governance, CSR and Media ethics address professional Ethics

- Students are encouraged to take up socially relevant Projects and Field Surveys enabling them to transfer classroom knowledge to community

- Extra - curricular and Co -curricular activities organized through Extension clubs and Departmental Associations also focus on developing Professionalism, Leadership Skills and Ethical conduct.
- Capacity building Programmes conducted through the Deaneries and Centres such as Centre for Environmental Sustainability, Incubation Centre, Centre for Indian & Foreign Languages, Centre for Language Empowerment And Development (LEAD) and Heber Analytical Instrumentation Facility (HAIF) enable students to upgrade and acquire skills relevant to recent developments in the varied professions and the demands in the job market.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

Response: 206

1.3.2.1 How many new value-added courses are added within the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
92	68	16	19	11

File Description	Document
List of value added courses (Data Template)	View Document
Brochure or any other document relating to value added courses	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

Response: 39.27

1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10294	8374	2583	1706	1332

File Description	Document
List of students enrolled	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

Response: 78.1

1.3.4.1 Number of students undertaking field projects / internships / student projects

Response: 9995

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.4 Feedback System

1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

Response: A. All 4 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document
Link for Additional Information	View Document

1.4.2 The feedback system of the Institution comprises of the following :

Response: A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
Any additional information	View Document
URL for stakeholder feedback report	View Document
Link for Additional Information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 87.44

2.1.1.1 Number of students admitted year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4767	4661	4298	4567	4054

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5232	5369	5085	5174	4688

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 96.77

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4525	4374	4014	4221	3769

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The institution admits students from diverse backgrounds and promotes equitable learning opportunities in accordance with their learning capacities. Student Induction Programme for UG, PG Students and exclusively for students from Other States/Countries are organized, taking into account their Social, Economic and Linguistic diversity.

The **Bridge Course** is found to be effective in evaluating aptitude of the students based on their subject and language proficiency. The bridge course facilitates the students to learn the concepts of the programmes they had opted for, hand-holding ensured through continued formative assessments, thus enabling a comprehensive learning experience for every student. Student assessment is also based on their academic performance and regular classroom activities. Assistive technologies are provided for the benefit of Differently abled students.

The Institution implements the following to enhance the **learning levels of the Advanced and Slow Learners**.

Special Programmes for Advanced Learners

- **CSIR-NET/ IIT-JAM/CAT/CA Coaching:** The Institution organises specialised coaching to enhance the Learners' performance in competitive examinations, in which Alumni also serve as Experts. 345 students cleared various competitive examinations as an outcome of this initiative.
- **Extra Credit Courses:** Advanced Learners have the option to gain Extra Credits through self-paced courses, Exchange Programmes, Online Courses / Internships (more than 4 weeks duration).

1. **1283 Students** earned extra credits through Self-Study Courses / **147 students** through Online Courses / **84 students** through Internships.
2. **Under Exchange Programme to IESEG School of Management, France**, 13 students completed MBA programme\

Nodal Centre for IGNOU& Local Chapter for SWAYAMNPTEL:

1. Platform for students to learn programmes/courses through Distance/Online mode to complete dual programmes/courses.
2. **570 students Completed MOOC Courses (NPTEL/Coursera/Udemy).**

Summer/Winter Project

Students participate in Block Placements, In-Plant Training, Summer/Winter Projects to earn extra credits.

- **Heber Hackathon**

The institution holds “**Heber Hackathon**” every year to bring out innovative ideas of students into live/static exhibits, models etc. **A project on ‘Air-Pollution Control & Monitoring System’ undertaken by our students won the First Prize at National Level “MHRD - Smart India Hackathon” in 2022, with an award of 1 Lakh**

- **Creative Thinking/Start-up initiatives**

47 Students authored books/contributed chapters/ published Papers, 3 initiated Start-ups, 70 students contributed for the Institutional e-Governance projects, 12 students developed Apps/Software/e-Tools and 3 products developed by the students.

Individualized Instruction for Slow Learners

The following activities were undertaken to hand-hold the Slow Learners:

- **Academic Enhancement Classes**

Slow learners are provided individualised attention, in addition to the scheduled contact hours to fasten their learning through **Remedial Coaching / Slip Test / Model Exam**. Courses in **Soft Skills / Life Skills** also help the slow learners reach their full potential.

- **Peer Teaching:**

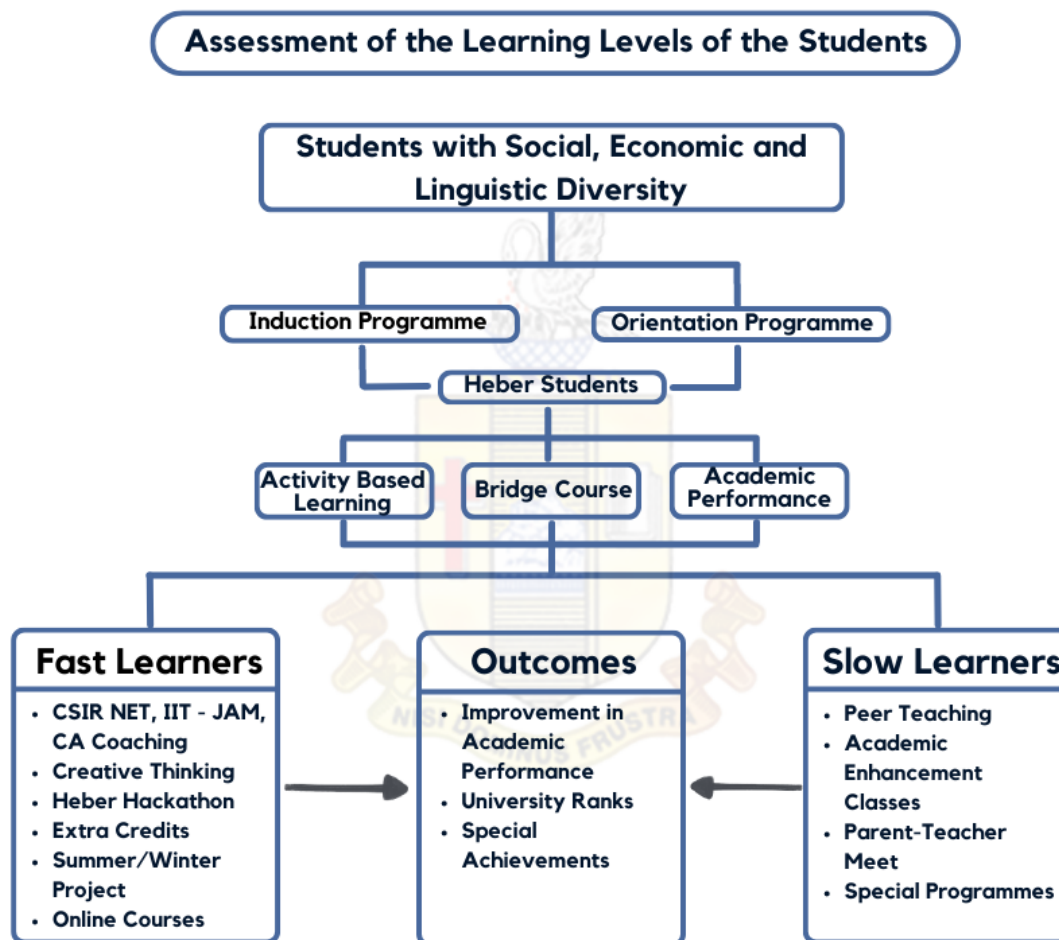
Under Teacher’s Supervision, peer teaching is practiced for the benefit of Slow Learners for enhancing their conceptual understanding and problem solving skills.

- **One-to-One Meeting:**

Individual attention is given through mentor-mentee meetings and parent-teacher meetings. Particularly, mentoring has proven to be an effective strategy in motivating slow learners to excel better.

- **Special Programmes:**

To improve the learning levels of slow learners, Skill-development programmes are conducted by all Departments and Centres.



File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 23:1

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

Response:

“Learning by Doing” is a concept that the institution has incorporated into its teaching and learning process. As part of the Continuous Internal Assessment (CIA), seminars, quizzes, debates, group discussions and open book tests are organised. The Innovative Component, where students exhibit their innovative ideas connected to the Course they are taking, serves as a means of evaluating their higher order thinking abilities.

The key Student-Centric techniques found to be effective in enabling sustained learning are:

Participative Learning: Participative learning is one of the learning methods which has been found to improve critical thinking and create a more thorough comprehensive knowledge of the fundamental concepts. The course instructors and students have developed several novel participatory learning techniques:

- Individual and group seminars
- E-content by students
- Pair-Share exercises
- Hands-on practice in the Language Lab
- Computer Assisted Learning
- Quiz
- Demonstrations
- Poster Presentations / Business Plan Presentations
- Role Plays
- Debate in Language classes
- Article Reviews
- Game-based Learning
- Documentary Production
- Group Discussions
- Mind Mapping
- Mock Interviews
- Creative Writing in Magazines, Newsletters, etc.

Experiential Learning: This approach helped the students to gain first-hand knowledge and practical experience in their particular field of study. Participation in Research Conclaves and Conferences further strengthens student’s learning to relate the information they receive in lectures to real-world situations.

- Field Trip, Field Work, Field Survey
- Practical Laboratory Sessions
- Virtual Lab sessions
- Industrial Visits
- Model exhibition
- Short Film Making
- Projects / Group Projects / Mini Projects
- Summer / Winter Project

- In-plant training
- Street plays
- Designing Internet of Things (IoT) devices
- Hands-on Practice in Assembling and Trouble Shooting Unit

Problem Solving Methodology: The problem-solving techniques used by the course teachers have built-in opportunities for the development of analytical skill, decision-making skill, synthesis skill to meet the demands of the Job Market.

- Special Tasks such as Social Surveys and Household Surveys, Case Studies
- Brainstorming Sessions
- Panel Discussion
- Hackathon – a forum for innovative presentations
- Departments provide opportunities for students to apply their expertise in analysing current trends and challenges in their respective field.
- Book Reviews /Film Reviews
- Newsletters
- Inquiry based learning
- Model and Poster Presentations
- Friday Market – a platform for MBA students to learn about market strategies.
- Authoring Books / Innovative Projects / Projects based on Institutional needs and societal needs.
- App development

Project Based Learning: Final-year undergraduate students work in groups to complete project that helps them to learn how to apply principles to real-world problems, identify challenges and develop their research competency and teamwork. PG Final-year Students complete individual research projects and micro projects, while the first and second year students work on field projects/mini-projects.

PARTICIPATIVE LEARNING	EXPERIENTIAL LEARNING	PROBLEM SOLVING METHODOLOGY
PAIRED LEARNING <ul style="list-style-type: none"> • Pair and Share • Poster Presentation • Mock Interview • Mind Mapping • Hands on Practice 	PAIRED LEARNING <ul style="list-style-type: none"> • Model Exhibition • Short Film Making • Designing IoT device • Hands on Practice in Assembling and Trouble Shooting Unit 	PAIRED LEARNING <ul style="list-style-type: none"> • Hackathon - an Event for Innovative Presentations • Model and Poster Presentations • Friday Market - a Platform for MBA Students to Learn about Market Strategies • Innovative Projects / Projects based on Institutional Needs and Societal Needs
GROUP LEARNING <ul style="list-style-type: none"> • Documentary Making • Group Presentation • Group Discussion • Group Seminar • Debate • Business Plan Presentation • Gamification Teaching 	GROUP LEARNING <ul style="list-style-type: none"> • Field Trip, Field Work, Field Survey • Industrial Visits • Short Film Making • Group Projects / Mini Projects • Street Plays 	GROUP LEARNING <ul style="list-style-type: none"> • Brainstorming Sessions • Panel Discussion • Hackathon - an Event for Innovative Presentations • Newsletters • Friday Market - a Platform for MBA Students to Learn about Market Strategies
INDIVIDUAL LEARNING <ul style="list-style-type: none"> • Seminar • Role Play • Quiz • Article Review • Creative writing • e-content • Demonstration • Quiz 	INDIVIDUAL LEARNING <ul style="list-style-type: none"> • Field Trip, Field Work, Field Survey • Practical Laboratory Sessions • Virtual Lab Sessions • Model Exhibition • Projects / Mini Projects • Summer / Winter Project • In-Plant Training • Designing IoT device • Hands on Practice in Assembling and Trouble Shooting Unit 	INDIVIDUAL LEARNING <ul style="list-style-type: none"> • Special Tasks such as Social Surveys and Household Surveys/Case Studies • Book Reviews / Film Reviews • Inquiry Based Learning • Model and Poster Presentation • Authoring Books / Innovative Projects / Projects based on Institutional Needs and Societal Needs

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

Response:

Easy access to information is enabled through free Wi-Fi on campus round-the-clock. There are **144 ICT** enabled classrooms in the Institution, each with a desktop computer/laptop and LCD projector. Virtual lab facilities are also available. By utilising the availability of technology, **certain courses** are offered in a hybrid mode.

- 562 e-contents, 200 blogs and Knowledge Repository Portal are created by the faculty members.
- **The following Softwares** are utilised to advance digital and programming skills amongst the learners.

- C, C++, JAVA, Python, Oracle, J2E, Asp.net, PHP, etc.
- AIMall, Autodock
- Bioinformatics – Yasara, Gromacs 0.5, Autodock 4.2
- Chemistry - Gaussian 16 W, Chem Draw, DruLiTo, Episuite
- Mathematics – OCTAVE, R-Programming, MATLAB
- Visual Communication – Adobe Package
- **Snetclass 8.1** – Monitoring purpose, accessing language software applications and transferring files (documents, pictures, videos)
- Tally ERP, SPSS, etc. in B.Voc., AT, & B. Com. Programmes.
- **Centre for Language Empowerment and Development (LEAD)** is one of the most active learning centres in the Institution. Through the Software **more than 4000 students are trained every year in the Centre**
 - **Clarity English Success** – LSRW (Listening, Speaking, Reading and Writing) Pronunciation and Grammar
 - **Author Plus** – Soft Skills and Personality Development
 - **Study Skills Success** – IELTS
 - **Tense Busters** – Grammar Exercises
 - **Lecture Capturing System is available** in one of the seminar halls
- **12 Seminar halls** are available with Video-Conferencing facility and 5 Smart Boards are available with built-in navigational software.
- The Institution has been **approved as a Local Chapter of SWAYAM-NPTEL**, allowing students to easily access **MOOC**.
- **1881 users and 356 users of our institution utilized the services of National Digital Resources, namely N-List and DELNET respectively.**
- Other e-learning Consortia are connected through the **Digital Library**. **Loud Speakers** are available for Online meetings and lecture screenings. To enhance the effectiveness in teaching, faculty members use various interactive tools like Menti-Meter, Assessment tools like KAHOOT, video clips, hassle-free documentary screenings, PowerPoint slides etc.
- Google Classroom is used for Online teaching. With platforms like Google Meet, Zoom, Microsoft Teams, etc., teachers delivered lessons in online mode especially during Pandemic time. In addition to the usage of e-books and e-content, educational podcasts and films are also presented in classrooms, which significantly enhance the quality of instructions.
- Moodle LMS is provided for enhancing Teaching Learning Process.
- **Specialised Computer Laboratory Courses** are offered by the department of Computer Science, Mathematics, Chemistry, Commerce, Physics, Biotechnology, Bioinformatics, Environmental Sciences, Zoology and English to upskill students ability in the computational aspects of the respective disciplines.
- Internet access and printing equipment are also provided for the benefit of inmates.
- Assembling and Trouble Shooting Unit is available for hands-on practice to all the students of Computer Science, Physics, Computer Applications and Information Technology
- The following **Assistive technologies** are provided for the benefit of differently abled students: (i) *Braille Library* (ii) *Computer* (iii) *Android Tablet* (iv) *Audio Book* (v) *NVDA Screen Reader* (vi) *Voice Recording Facility for examination* (vii) *Heber Navigator – Navigation App*.

ICT ENABLED TEACHING-LEARNING



File Description	Document
Any additional information	View Document
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	View Document
Link for Additional Information	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 23:1

2.3.3.1 Number of mentors ?????????????? ???????

Response: 552

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	View Document
Circulars pertaining to assigning mentors to mentees	View Document
Any additional information	View Document
Link for additional information	View Document

2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

Response:

The Institution plans its academic year in advance, including all Curricular, Co-Curricular, and Extra-Curricular events. A committee called the Calendar Committee, headed by the Principal, comprising of the Vice Principals, Bursar, Dean of IQAC, Deans of Academics, Dean of Staff and Student Welfare and the Controller of Examinations, deliberates on the feasibility and merits of each event. After scrutinizing the pros and cons, the committee arrives at consensual decisions and fixes the dates of the events to be held, including examinations, holidays, and major events like College Day, Achievers Day, Service Day, Sports Day, Republic Day, and Independence Day. The detailed plan is presented to the staff council, finalized and approved, and printed in the College Calendar.

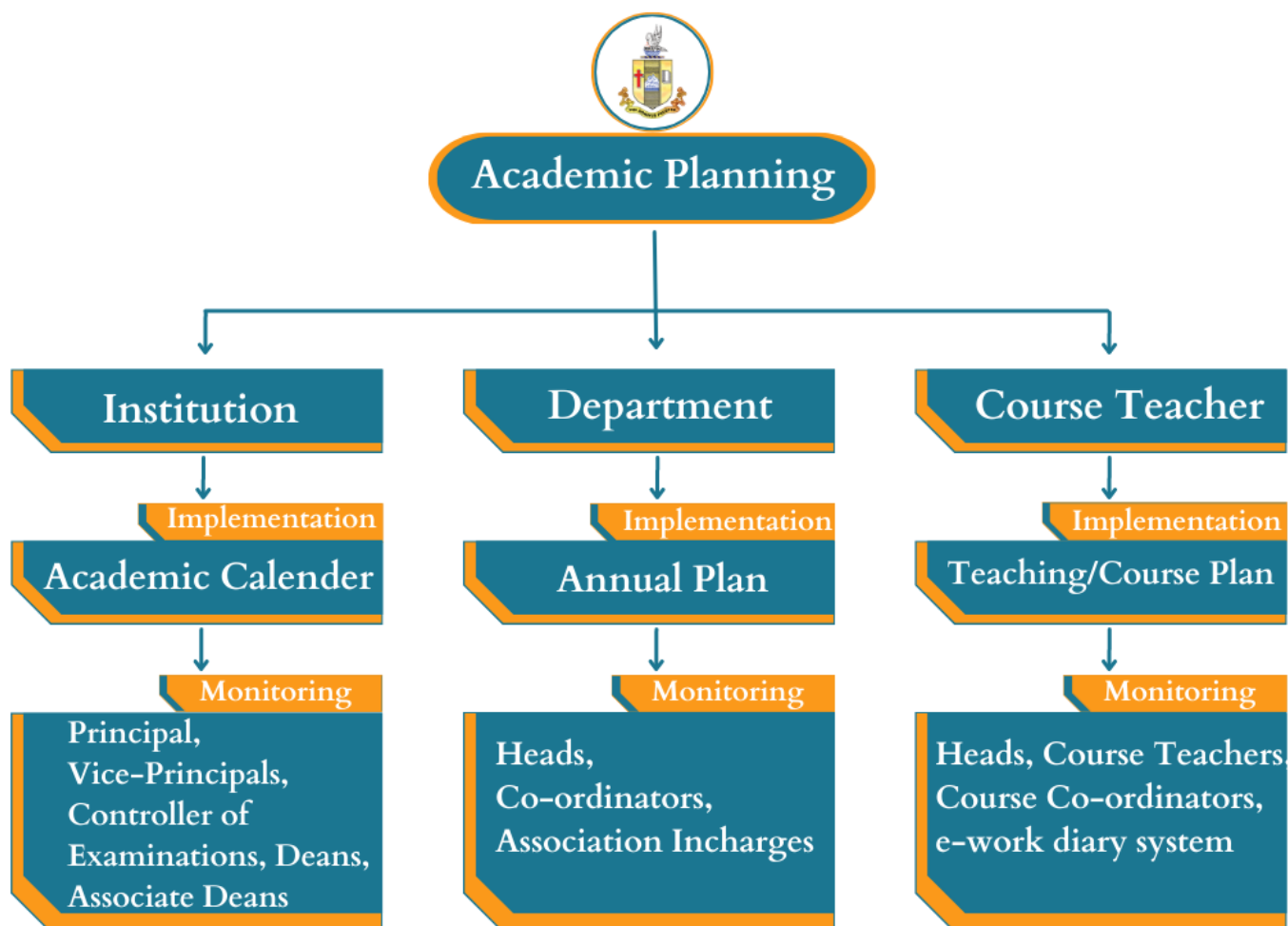
The **College Calendar** serves as a basis for the stakeholders to plan their tasks for the upcoming academic year. Department Heads ensure that the detailed plan of the Calendar is discussed in staff meetings, and roles and responsibilities are allotted to their respective staff in-charges. The overall plan of the institution enables departments to plan their activities at a departmental level, which are recorded in the minutes of the meeting and presented to the Head of the institution and IQAC for perusal.

Teaching Plans are laid emphasis upon in the planning done at the department levels in alignment with the requirements around examinations as listed in the College Calendar. Course Coordinators are identified, and dates for preparation, discussion, modifications, and submission are fixed. The teaching plan is made exhaustive with ample scope for the formative assessment loop to be strengthened, its alignment with the laid-out dates of CIA/ESE ensured throughout. The academic plan of the department is disseminated to the students through the respective Class Groups through official Whatsapp Class groups, and the class teachers and Association faculty coordinator align all activities to the laid-out schedule for the upcoming academic year.

The events planned and listed in the College Calendar are adhered earnestly by the Institution, faculty and students. Deviations are made under unavoidable circumstances and stakeholders are kept informed through circulars. Changes made at the last minute are communicated through the Staff Council WhatsApp

group, and faculty and students are informed accordingly.

The institution has diligently followed the planning documented in the College Calendar. Historical data for the institution reveals that changes made against the planned dates of events are minimal and made under extraneous circumstances. Therefore, the process of preparation and adherence to the Academic Calendar and Teaching Plan by the institution is fool-proof, impeccable and followed in the truest spirit by the stakeholders of the institution.



File Description	Document
Upload Academic Calendar and Teaching plans for five years	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 53.89

2.4.2.1 Number of full time teachers with *Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.* year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
333	315	281	223	183

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 8.56

2.4.3.1 Total experience of full-time teachers

Response: 4727.47

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Response: 14.4

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
22.5	7.5	12	14	16

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 3.05

2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
336	2	417	628	338

File Description	Document
Number of complaints and total number of students appeared year wise	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution

Response:

Following the UGC guidelines, the Institution made significant changes in the Examination and Evaluation Processes.

Impact of IT integration on Assessment and Evaluation:

The conduct of examination is computerized. The office of the Controller of Examinations, supported by the Centre for Data and Information Services has a technology driven process to conduct the examinations:

- Since 2017, hassle-free Online Registration and Exam Fee payment modes are available, saving time and resources
- With the help of ERP created by the Centre for Data & Information Service, Internal Marks are sent from faculty to the COE Office via Online and Continuous Internal Assessment (CIA) mark consolidation is done online
- ERP enables to calculate the number of hours each student spends in the library and the percentage of attendance that each student has maintained, ensuring reliability in the consolidation of marks
- Processing and publication of results are done Online
- Examination Time Table, Seating arrangement of students in examination halls and Issuance of Hall Tickets are made accessible through the Online Examination Portal
- Question paper setting/evaluation by internal/external examiners and submitted only through password protected CDs to ensure Confidentiality
- Faculty members receive training on IBOSS Software- and an exhaustive manual that explains how to utilise the programme provided
- Instead of scribe, Voice Recording Facility has been enabled for the Visually Impaired students.

EMS-Heber Online Exam Portal:

- HeberOX, a software created in April 2020, was used to automate the process of disseminating the question paper and collecting the answer scripts from the students at the right time (Commencement and completion time) during the COVID-19 pandemic.
- HeberOX enabled teachers to administer Online examinations with an in-built OTP Verification step, from any location.

Examination Reforms:

- Students who miss examination due to participation in national or international competitions, sports, symposia, medical grounds, etc. are given the opportunity to retake the internal and external examinations.
- To enhance students' aptitude to clear competitive examinations, the question pattern includes only Objective type questions in few courses in the online mode.
- Since 2019, the hours spent by students in library is taken into consideration for computing their CIA Marks
- Since 2021, CIA includes an innovative component for assessing the creative contributions of students
- The Institution is enrolled in National Academic Depository to enable the students to have credit transfer through Academic Bank of Credits as per National Education Policy
- To promote quality, plagiarism check is made mandatory for PG projects with URKUND
- Supplementary Examination is conducted on request from students who have one arrear in any of the semesters

Some of the key aspects of the examination process:

- Question paper setting by External experts is adopted for the End Semester Examinations
- Centralized evaluation, with both internal and external evaluators ensures fair evaluation.
- Within 15 days of publications of results, students can apply for revaluation of the answer scripts. Transcripts are provided on request.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

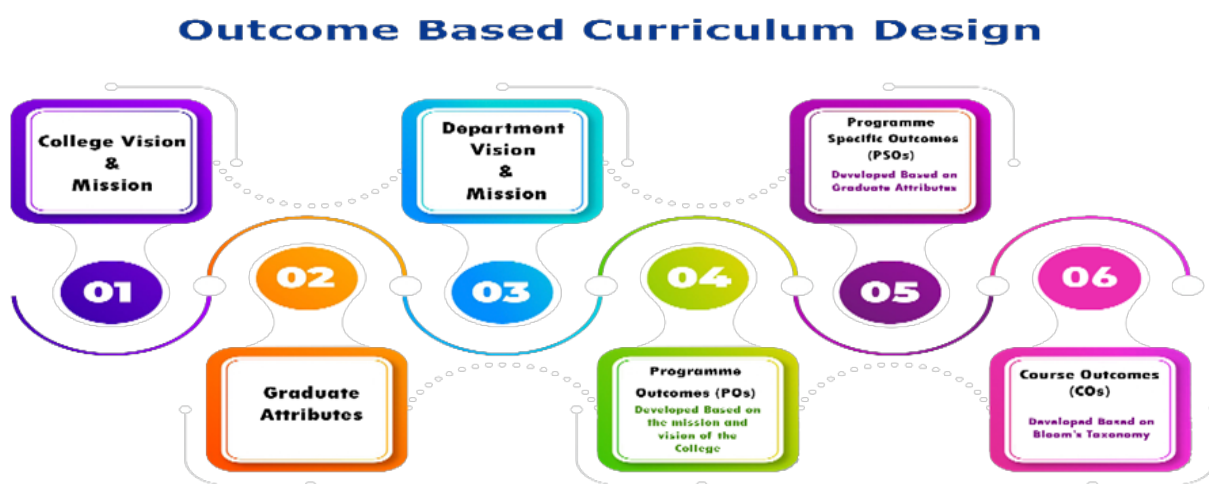
Response:

Programme Outcomes and Course Outcomes for all Programmes offered by the institution are shared with students and faculty members to ensure that everyone understands the goals of the programme or course and can work towards achieving the goals. By displaying the Programme and Course Outcomes on the **Institution's Website** and communicating them to teachers and students, the Institution demonstrates its commitment to transparency and accountability in providing quality education. This allows for feedback from stakeholders, such as students and employers, to improve the programs and courses offered by the institution.

All the information related to the principles and practices of OBE system is well informed to the faculty

members in department meetings, particularly for newly recruited faculty members, through the orientation programme. The Institution has adopted the Learning Outcome-based Curriculum Framework (LOCF) mandated by the UGC.

The Outcome Based Curriculum Design is aligned with the Vision, Mission and Core Values of the Institution



As the first step, all the faculty members are provided an orientation on LOCF – its Objective, Methodology and Implementation through various workshops and hands-on training offered by Deanery of IQAC and Academics

- All faculty members attended hands-on training in the standards and practices needed to create a curriculum that follows the LOCF model. The needs of the students and **the skills mentioned in Graduate Attributes** are taken into consideration while creating the POs, PSOs, COs and SLO
- The curriculum of each course is designed by the course co-ordinator in consultation with the course teachers and other faculty members of the department
- At the start of every academic year, each department holds a 'Board of Studies' meeting where the curriculum is reviewed
- The refined curriculum is presented and ratified in the Academic Council and the syllabus is uploaded in the Institutional Website
- Further, a copy of the OBE syllabus for all programmes is made available in the department for the reference of the students and staff members.

Strategies for Institutional Communication of POs, PSOs and COs

- The syllabus specified with POs, PSOs and COs of each course is uploaded in the Institutional website and is made available for access to the stakeholders and those in the public domain. (Link: <https://bhc.edu.in/Deanery/academics.php>)
- The Institution holds Student Induction Programme (SIP) for all first-year Under Graduate and Post Graduate students every year. During this programme, the Deans of Academics (Arts & Sciences) and the respective Heads of the Departments orient the students about the Outcome Based Education (OBE) system and communicate the POs, PSOs and COs. Students are oriented on the Assessment methods and Revised Bloom's Taxonomy

- Faculty development programmes, workshops and seminars are organized for faculty members in accordance with the OBE on content delivery at various K-levels as well as assessment and evaluation processes based on RBT.
- Student Council members are trained in the OBE model of the curriculum and they in turn educate the students about the OBE.
- The students are provided a copy of the OBE syllabus of each course by the course co-ordinators through LMS platform.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

The Institution has recognized the importance of evaluating POs and COs to ensure that the programmes and courses are meeting the needs of the students and the varied stakeholders in the community. The Institution has implemented a comprehensive evaluation system that includes both direct and indirect assessment methods.

Direct methods: Direct methods involve evaluating students' performance in internal assessments, end-semester exams, and other formative assessment techniques such as quizzes, seminars, presentations, mini-projects, assignments, library usage, and innovative components.

The Indirect methods: Indirect methods are based on surveys conducted at the entry and exit of each course, as well as programme-end surveys completed by the final year students (undergraduate and postgraduate students). An effective feedback mechanism is in place to source inputs from the Alumni and employers, on the relevance of the curriculum to the contemporary field demands.

Threshold Percentage: To set a standard for achieving 70% attainment of the target group in each course, a threshold value for theory is assigned in the range of 65%-70% for undergraduate programmes, 70-75% for postgraduate programmes and 80% for practical courses of UG & PG.

Question Paper Mapping: Question papers for internal and end-semester exams are prepared in accordance with the Outcome-Based Education (OBE) template (at the requisite "K" levels), with specific Course Outcomes (COs) aligned to the Revised Bloom's Taxonomy (RBT) levels.

Levels of Attainment: During regular contact hours, Course Coordinators and Teachers analyze the level of attainment of COs for each course and assign them a level of Low-1, Medium-2, or High-3.

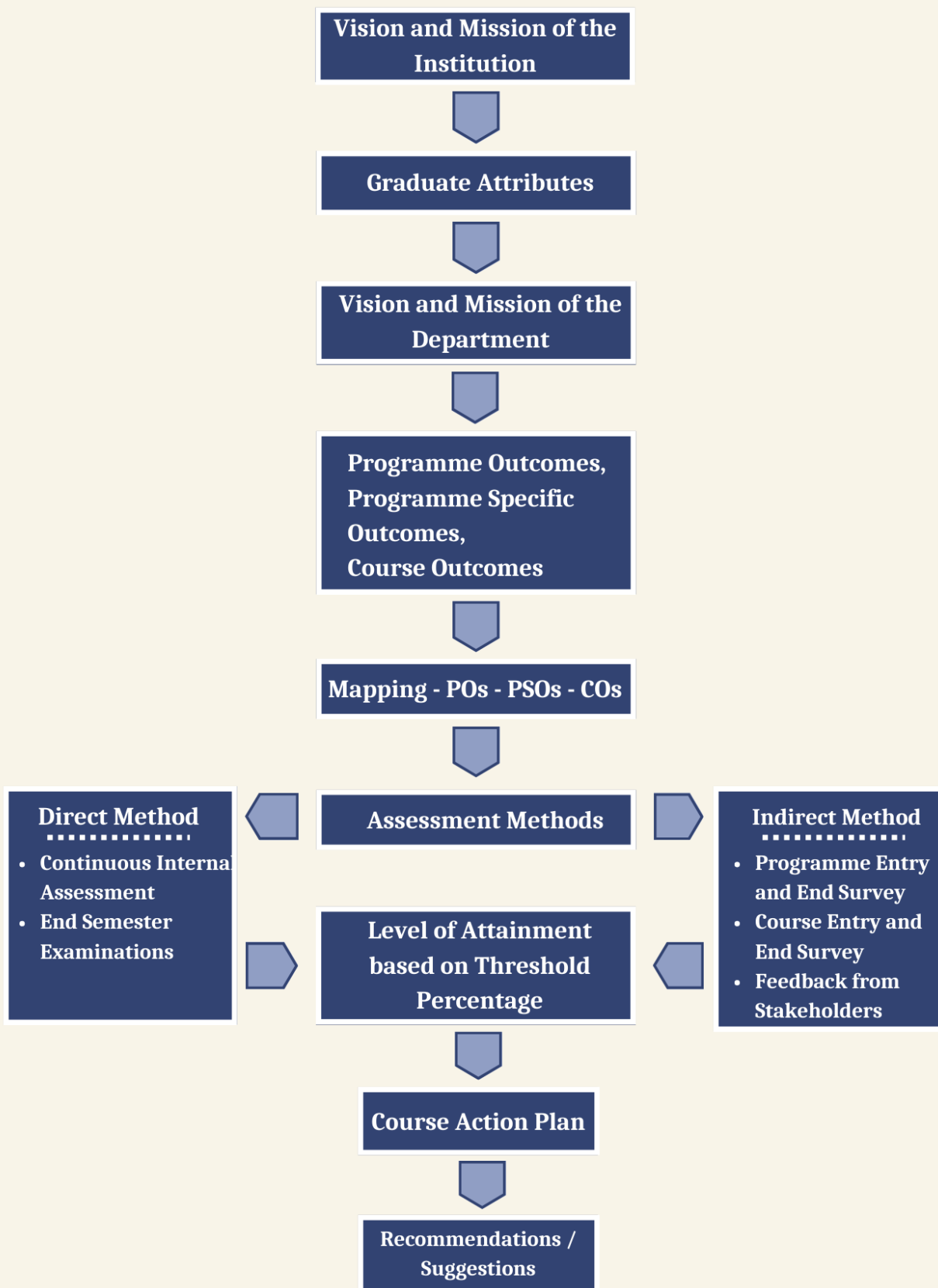
Preparation of Action Plan: Once the results of the direct assessment methods (such as internal tests, end-

semester exams, and internal assessment metrics) are published, the Course Coordinators analyze the attainment levels of the Course Outcomes (COs) for each course. They then map this attainment with the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) to assess whether the course is meeting the overall objectives of the programme. Based on this analysis, an action plan is prepared for each course to help students perform at the anticipated level of attainment. This action plan may include specific measures to improve student performance, such as additional resources, revised teaching strategies, or targeted feedback.

The Articulation Matrix: An Articulation Matrix is prepared for each batch of students upon completion of their programme, and their overall score is analyzed using Gap Analysis and Outcome reports. Recommendations, observations, and suggestions are collected from course teachers and compared with the Indirect Assessment Methods. Based on these recommendations, updating of the curriculum is undertaken through the Board of Studies.

By continuously conducting attainment assessments, the Institution has effectively refined its curriculum and introduced innovative or new Programmes/Courses based on the needs of the stakeholders. This process of evaluation ensures that the Institution's programmes and courses are meeting the desired learning outcomes and remain relevant to the current and future workforce requirements. Through this approach, the Institution can provide students with high-quality education that prepares them for success in their careers and fosters a lifelong passion for learning.

Evaluation Framework of the Attainment of POs, PSOs and COs in the Institution



File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Pass Percentage of students(Data for the latest completed academic year)

Response: 95.73

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 4256

2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

Response: 4446

File Description	Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	View Document
Any additional information	View Document
Link for the annual report	View Document
Link for additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students	View Document
Upload any additional information	View Document
Link for any additional information	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution's Research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented

Response:

Bishop Heber College, in accordance with its Mission statement, strives to achieve academic excellence through research

- by having an exclusive Deanery for Research and Development, with well-defined Research Policy and
- by updating the research facilities frequently

Research Policy: The Research Policies of the Institution listed below provide regulations for all research activities, promote multidisciplinary research culture, ensure research ethics and encourage consultancy.

1. Research Promotion Policy
2. Research Ethics Policy
3. Plagiarism Check Policy
4. Consultancy Policy

Research Committees: The Deanery of Research and Development of the Institution guides the Research Advisors and monitors the activities of the research scholars through

- Research Advisory Committee
- Plagiarism Standing Committee and
- Research Ethics Committee
- Dissertations of PG students and M.Phil. Scholars are subjected to mandatory plagiarism check with '**URKUND**' installed in the Institution Library
- Ph.D. scholars do mandatory originality check of their theses with the Bharathidasan University to ensure 'less than 10%' plagiarism
- **The Research forum 'Synergy' comprising the research scholars of all Departments addresses the issues/concerns experienced by researchers**

Recognized Research Departments:

- Out of 23 departments, **17** are recognised **Research Departments** by the Bharathidasan University and have **Departmental Research Committee** to promote research activities
- **238 research scholars registered for Ph.D. under 127 Recognized Research Supervisors** of the Institution during 2017-2022.

Research Facilities:

- **DST-FIST funded (Rs. 82.5L) State-of-the-Art Centralized Heber Analytical Instrumentation**

Facility (HAIF) houses 15 major/minor equipment to facilitate advanced research

- The library subscribes 319 Journals and 6374 e-Journals in addition to membership in National Digital Library of India
- 2 dedicated Computer Laboratories enable theoretical research
- Centres such as Incubation and Innovation, Sustainable Development, Language Empowerment & Development and Data & Information services, established in the campus, augment the substantial growth in Project based Learning

Institutional Awards/Recognitions

- **Best Researchers** under Faculty and research scholars category are recognized with **Awards** every year
- **MRP** Seed grant of **Rs. 49.71 L** sanctioned to 121 Faculty members
- Institutional Incentives – **Rs. 71.59 L** (2017 - 2022)

Research Activity	Faculty recognized Benefitted	Amount (Rs. In Lakhs)
Publications in Indexed Journals	101	15.36
Paper Presentation / Filing IPR	608	14.89
Visits Abroad for Conference	14	1.70
Incentives for Research Supervisors	85	33.92
Management Research Fellowship	55	5.72
Total	863	71.59

Research Output (2017 – 2022)

- Rs.157.96 L Research grant sanctioned by External Agencies like DST, UGC, UBCHEA, TNSCST, ICMR, etc.
- Rs. 55,16,203/-was sanctioned by external agencies to organize Conferences
- Rs. 82.11 L generated through Consultancy
- 1031 Publications in Indexed Journals
- 482 Articles in Scopus, 354 in Web of Sciences and others in UGC CARE/Pub Med
- 160 Books/Chapters in edited volumes/books
- 659 Articles in Conference Proceedings
- 72 Conference Proceedings released with ISBN
- 33 IPR (4 Patents Awarded; 27 Filed; 1 Copy Right and 1 Trade Mark)
- Institutional Scopus h-index: 33
- 185 Ph.D. produced
- 14 Students completed Exchange Programme
- 47 Books authored/Chapters contributed/Papers published by students
- 3 Products and 12 Apps / Web developed and 3 Student entrepreneur/start-ups/70 students contributed for the Institutional e-Governance projects

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

Response: 9.94

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2021-22	2020-21	2019-20	2018-19	2017-18
24.18	14.58	10.95	0	0

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document
Any additional information	View Document

3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

Response: 0.57

3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	3	1	2	7

File Description	Document
List of teachers and their international fellowship details	View Document
e-copies of the award letters of the teachers	View Document
Any additional information	View Document

3.2 Resource Mobilization for Research

3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 416.94

3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
27.125	0	11.06	165.145	213.61

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by government and non-government	View Document
Any additional information	View Document

3.2.2 Percentage of teachers having research projects during the last five years

Response: 1.96

3.2.2.1 Number of teachers having research projects during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
7	3	5	8	25

File Description	Document
Names of teachers having research projects	View Document
Any additional information	View Document
Link for additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 23.01

3.2.3.1 Number of teachers recognized as research guides

Response: 127

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	View Document
Any additional information	View Document
Link for additional information	View Document

3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

Response: 20.87

3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	1	2	4	13

3.2.4.2 Number of departments offering academic programmes

2021-22	2020-21	2019-20	2018-19	2017-18
23	23	23	23	23

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.

Response:

Bishop Heber College provides a conducive ambience for innovative and entrepreneurial activities through the Institution Innovation Council recognised by Ministry of Education, GoI, under the Aegis of AICTE and the Incubation Centre, Entrepreneur Cells of the Institution.

23,300 students benefitted through 251 Programmes organized by the Institution on IPR/Entrepreneurship/Skill Development.

Practice School/Field Work and project work are made mandatory for UG & PG Programmes. Students are given hands-on-training in the Department / Incubation Centres to hone their skillsets such as managerial and organisational skills to establish and run enterprises of their own.

The institution has signed 105 MoUs with external agencies to train students through internships and other activities. Students are guided to undergo internships from various government/non-government agencies/Industries so as to convert the classroom teaching into practice. Out of these initiatives, 2972 collaborative activities were completed.

Intracollege Heber Innovata Competition 'Heber Hackathon' and Heber Exhibition on Arts, Technology and Science (HEATS) are organised annually, where the ideations of budding Innovators are acknowledged and the best products / projects are awarded with Cash prizes.

Faculty Development Programmes

The Institution nurtures and develops its faculty members (i) to inspire and ignite the students to be creative and novel and (ii) to be able to facilitate converting the students' innovations into products. They are encouraged to organize and attend Professional Development Programmes.

Incubation Centres and Entrepreneurship Development Cell

- Health-Care products are produced through the Incubation Centre of the Institution, which provide entrepreneurial skill development to students

- During COVID-19, Hand sanitizers prepared at Incubation Centres as per WHO guidelines were distributed free of cost, in the adopted villages of the institution and in the neighbourhood
- Centre for Environmental Sustainability (CES) trains the students under the following areas:
 - Material Recovery Facility by segregation of waste
 - Vermicomposting
 - Paper Recycling
 - Plastic Recycling
 - Portable Biogas plant
 - Waste water recycling
- “Heber Hygiene Enterprises” of Chemistry department produces 8 Cleaning products, Dust-free Chalk Piece and supplies to the Institution/neighbourhood Institutions. It trains Students, Corporation Women Sanitary Workers and serves as an Angel Investor.
- Heber Eco-shop of Botany department sells eco-friendly gift articles designed and custom-made by the students
- Heber Apiary Business Unit of Zoology Department provides hands-on training on Bee-Keeping, Honey-Harvesting, etc. to Students and Women Self-Help Groups
- Heber Integrated Farming Unit trains students in farming
- Heberian Innovation Grooming Hub (HIGH) of English department promotes innovative ideas and creative expressions which enable students to publish books, poems, novels and scientific writings
- CoINen, a conglomerate of student entrepreneurs of commerce department provides consultancy for Investment plans and money management for Entrepreneurs.
- “Commerce Mart” run by the students of Commerce, provides practical knowledge on Marketing Strategy
- Banana fibre extracting machine is installed as part of Entrepreneurship Development Programme at Kumara Vayalur-the Model Village of the Institution.
- Zero Emission Battery Operated Vehicle and Assistive Technologies are provided for the differently abled students
- Students Contributions: 3 Start-ups initiated, 47 Books/Chapters/Papers contributed, 12 Apps/software created for Institutional projects/societal needs and 3 products developed.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

Response: 332

3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
141	108	38	24	21

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.4 Research Publications and Awards

3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee Response: A. All of the above		
File Description	Document	
Any additional information	View Document	
Link for additional information	View Document	

3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years Response: 1.87		
3.4.2.1 How many Ph.Ds are registered within last 5 years		
Response: 238		
3.4.2.2 Number of teachers recognized as guides during the last five years		
Response: 127		
File Description	Document	
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document	
URL to the research page on HEI web site	View Document	

3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years Response: 2.06		

3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
129	214	145	184	339

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years

Response: 1.92

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

2021-22	2020-21	2019-20	2018-19	2017-18
322	149	260	113	98

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

Response:

File Description	Document
Bibliometrics of the publications during the last five years	View Document
Any additional information	View Document

3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-

index of the Institution

Response:

File Description	Document
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View Document
Any additional information	View Document

3.5 Consultancy

3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

Response: 83.63

3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).

2021-22	2020-21	2019-20	2018-19	2017-18
28.871	24.78	15.462	11.44	3.079

File Description	Document
List of consultants and revenue generated by them	View Document
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View Document
Any additional information	View Document

3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

Response: 969.78

3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
5.73	2.29	444.57	148.67	368.52

File Description	Document
List of training programmes, teachers and staff trained for undertaking consultancy	View Document
List of facilities and staff available for undertaking consultancy	View Document
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View Document
Any additional information	View Document

3.6 Extension Activities

3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

Response:

Extension activities play a vital role in developing the students' sensitisation and honing them into responsible citizens. These endeavours are integral part of the curricula, envisioned as extended opportunities to enable students to help, serve, reflect and learn.

Under the Deanery of Extension (**30 Clubs**), students are engaged in **participative learning** in the neighbourhood community / in **8 Panchayats connecting 23 adopted villages** of the Institution.

Sensitizing students to Social Issues

UG students spend **40 Hours in Community Service** through the Extension Clubs. Voluntary Blood Donation Camps are organized every year (**1546 units of blood donated**). Departments organize outreach programmes to sensitize students on social issues of contemporary relevance.

Nation Building:

The Army and Air Wing of NCC and NSS units of the Institution have empowered students to become potential leaders with a sense of patriotic commitment, democratic living and self-less service.

Awards/Recognitions of the Institution:

- **One NCC Guard of Honour**, Prime Minister Rally, RD Parade, New Delhi, 2018,
- 2 Commendable Participation NSS, Govt. of Tamil Nadu, 2018
- One Prime Ministers' Best Flight Cadet Award, RD Parade, New Delhi, 2019
- One Defence Secretary Commendation and one Director General Commendations, NCC Air wing, 2019
- NSS Republic Day Commendable Participation – 2021, GoI.

- One Best NSS Volunteer Award, Prime Minister Rally, RD Parade, New Delhi, 2019
- BEST NCC Cadet Award, 2020 and 2021
- One Defence Minister's Award, NCC Air Wing, One Outstanding Performance Award, NCC at RDC, New Delhi, 2022
- 25 NCC Cadets and 30 NSS Students received Awards / Medals / Recognitions at State and National Level and 12 Students attended National Integration Camps / 145 NCC Cadets received Certificates
- Swatch Survekshan (2017) and Swachhta Hi Seva Awards (2017), Swatch Bharat Scheme
- Institution honours Alumni Social Entrepreneurs every year. 22 alumni evolved into social entrepreneurs and the Illustrious Alumnus Mr. K. Dhamodharan received “**Padma Shri Award**” in 2022.

Professional Service during Natural Calamities

Department of Social Work puts its Professional Expertise in Practice during very many crisis periods- be it Floods, Cyclones, Covid-19 etc. During Gaja/Okhi Cyclones / Kerala Floods, student volunteers and Faculty members of the Institution rendered support by distributing amenities worth **Rs. 92,52,300.**

Task Force against COVID-19 (24x7)

During COVID-19, the Institution served as a Quarantine Centre to the neighbourhood community and was recognized as Model Centre by Tiruchirappalli Corporation.

The Task Force constituted by the Institution extended support to the helpless/hopeless patients infected with Covid-19, including Hospital beds with Oxygen/Food/Ambulance Services/Blood and Plasma Support/Counselling/Funeral Support.

Unnat Bharat Abhiyan

1. The Institution contributes to create a sustainable eco-system in the **17 adopted villages** through **UBA scheme**
2. Household Surveys and Participatory Rural Appraisal Exercise conducted
3. The Institution conducted Computer Literacy and Leadership Programmes for the Students/Public in the adopted villages (**1288 beneficiaries**) under CSR activity of Redington Foundation, “**World on Wheels-WOW**”.

CHILDLINE – the institution acts as a Nodal Agency for Childline India Project sponsored by Ministry of Social Justice and Empowerment, GoI and “SEVAI”, an NGO reached-out to the children in distress at Tiruchirappalli District and 105 Child marriages were prevented.

File Description	Document
Upload Any additional information	View Document
Paste link for additional information	View Document

3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years**Response:** 84**3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2021-22	2020-21	2019-20	2018-19	2017-18
12	11	18	22	21

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**Response:** 1112**3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
197	177	247	287	204

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

Response: 98.08

3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
7699	8841	13444	15896	10761

File Description	Document
Reports of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.7 Collaboration

3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Response: 594.4

3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2021-22	2020-21	2019-20	2018-19	2017-18
1468	1059	174	206	65

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 105

3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
29	23	16	16	21

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

- 1.The Institution continually upgrades and expands the infrastructure in order to efficiently transmit knowledge. The extraordinary environment friendly campus deeply cares for the wellbeing of the students and staff members
- 2.The Institution is spread across a land area of 33.25 acres and a built-up area of 14.70 acres, which contains 11 Buildings for classrooms, Laboratories, seminar halls, library, administrative offices and other spaces

Classrooms/Seminar Halls

- 1.All 144 Classrooms are ICT enabled (LCD Projector/LAN/Wi-Fi/Laptop/Graphics Tablet) and 31 New classrooms are added over the assessment years
- 2.All 12 Seminar Halls (7 Air-Conditioned) are equipped with ICT facilities to hold virtual or offline conferences/workshops/seminars, etc. 2 Seminar Halls are newly expanded during the assessment period
- 3.In particular, a cutting-edge Multi-Purpose Seminar Hall, with a capacity of 1400, additional 11 Seminar Halls, and an Open-Air Stage with 5000 capacity enable the simultaneous execution of multiple programmes

Laboratories

- 1.20 Laboratories in Science departments that are well-equipped with cutting-edge scientific equipment to offer students hands-on practice **in addition to Virtual Lab facility**
- 1.DST-FIST sponsored State-of-the-Art **Centralised Heber Analytical Instrumentation Facility (HAIF)** with provision of cutting-edge equipment for the research/project work
- 2.Major/Minor equipment supported by UGC, DST-FIST, DST-SERB, DST-WoS, DBT-STAR, ICMR , MOFPI etc are available in Department laboratories
- 3.State-of-the-Art e-Studio for Hands-on training of students on Visual Communication and creation of e-content
- 4.**14 Research Laboratories and 2 dedicated Computer Laboratories** for advanced research
- 5.**20 Computer Laboratories** for students to strengthen their skills
- 6.**3 Language Laboratories** equipped with interactive courses that allow students to learn English grammar at their own pace
- 7.**1810 Computers in the campus** for academic utilization
- 8.Hands-on training through Centre for Incubation and Innovation/Centre for Environmental Sustainability/Botanical Garden/Zoology Museum/Vermicompost Unit/Biogas plant/Integrated Farming Unit

Library

1. **The Library** is housed in a three-story facility with **3 Floors of Stack Rooms, 2 Reference sections, Digital Library, Research Carrels** and **Reading Halls** containing daily/weekly publications
2. 1,14,447 Books/13,177 Reference Books/319 periodicals/1636 CD & videos with N-List, DELNET, SAGE Journals and American Centre Library

IT Infrastructure

- **200 Mbps Bandwidth with 158 Wi-Fi Access points, 236 CCTV Surveillance Cameras**

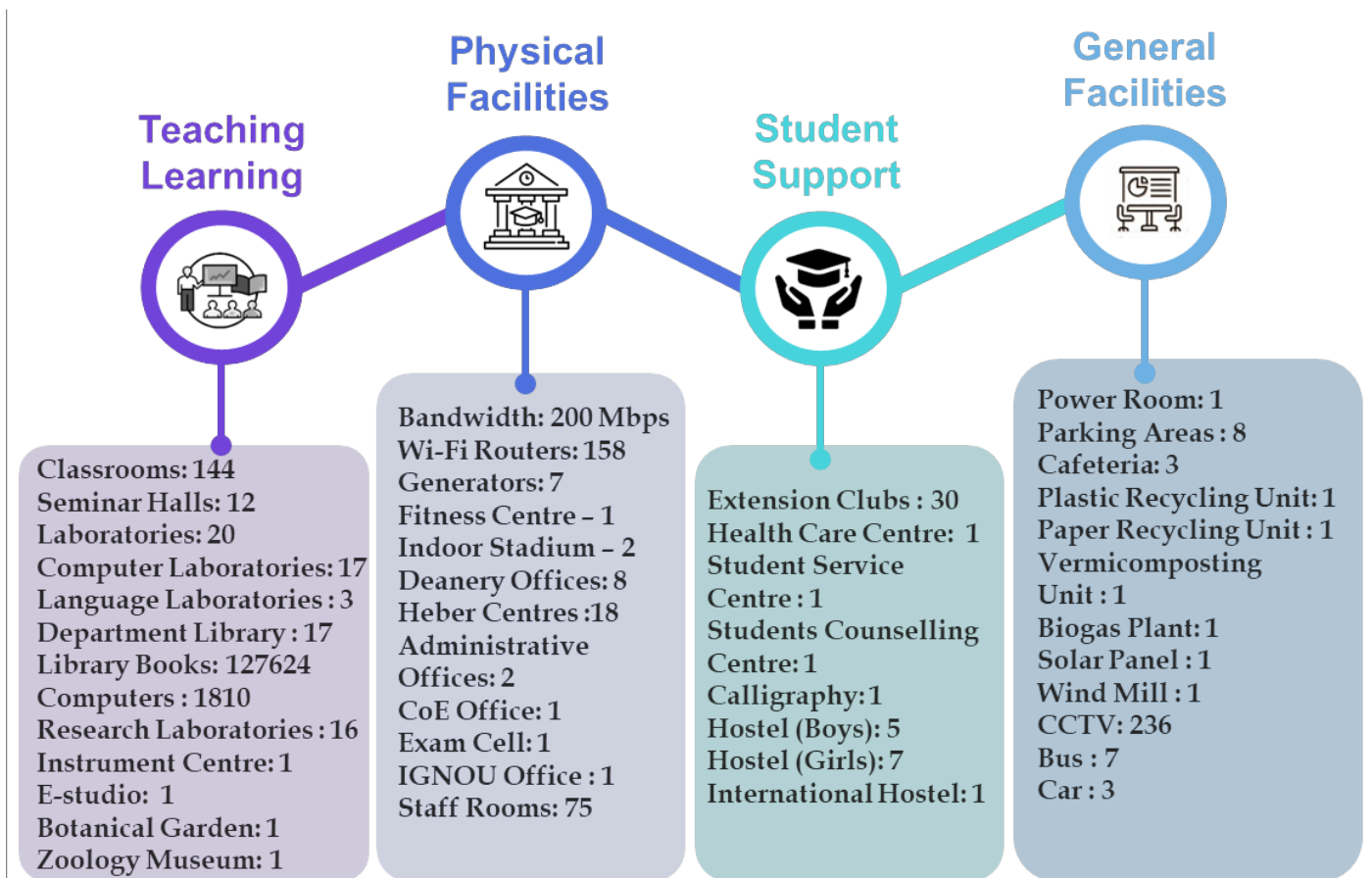
1. Free Wi-Fi Access, KIOSK Facility, Central LED Digital Board

Other Facilities

1. Centre for Student Services and the Deanery of Training and Placement provide various skill enhancement and employability opportunities
2. 30 Extension Clubs to instil values and to promote nationalism
1. 5 Hostels for boys, 7 Hostels for girls, and 1 International Guest House with dining facilities
2. 3 Cafeteria with separate space for staff and students
3. Two 500 KVA generators (one UGC funded), 8 more generators and UPS to ensure continuous supply of electricity
4. Separate Restrooms for boys and girls in each floor of all blocks
5. Ramps and Lifts in all blocks to accommodate the differently abled
6. For the benefit of visually challenged assistive technologies are provided

Braille Library/Android Tablet/Audio Book/Voice Recording Facility for Examination/Heber Navigator App

- 1.18 Heber Centres offer training programmes to enhance the students' skill sets (<https://bhc.edu.in/files/centres-list.php>)



File Description	Document
Upload Any additional information	View Document
Paste link for additional information	View Document

4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)

Response:

Sports and Cultural activities are the focal areas of the Extension clubs, which support students' overall development.

- The Department of Physical Education is completely furnished with cutting-edge facilities for indoor/outdoor games and gym. On campus, a variety of facilities are available to support students' holistic growth
- The play field's entire area is 25464.38 square metres

Indoor Sports Facilities

- **UGC funded Rev. C.H. Firbank A/C Multipurpose Indoor Stadium** (30 m x 20m) accommodates activities including Shuttle Badminton, Ball Badminton, Volley Ball, Kabadi, Hand Ball, Table Tennis and Yoga Sessions. **It also serves as a venue for the celebration of**

International Yoga Day

- Table Tennis, Carom and Chess in the Semi-Indoor Stadium (25 mx12 m)

Outdoor Sports Facilities

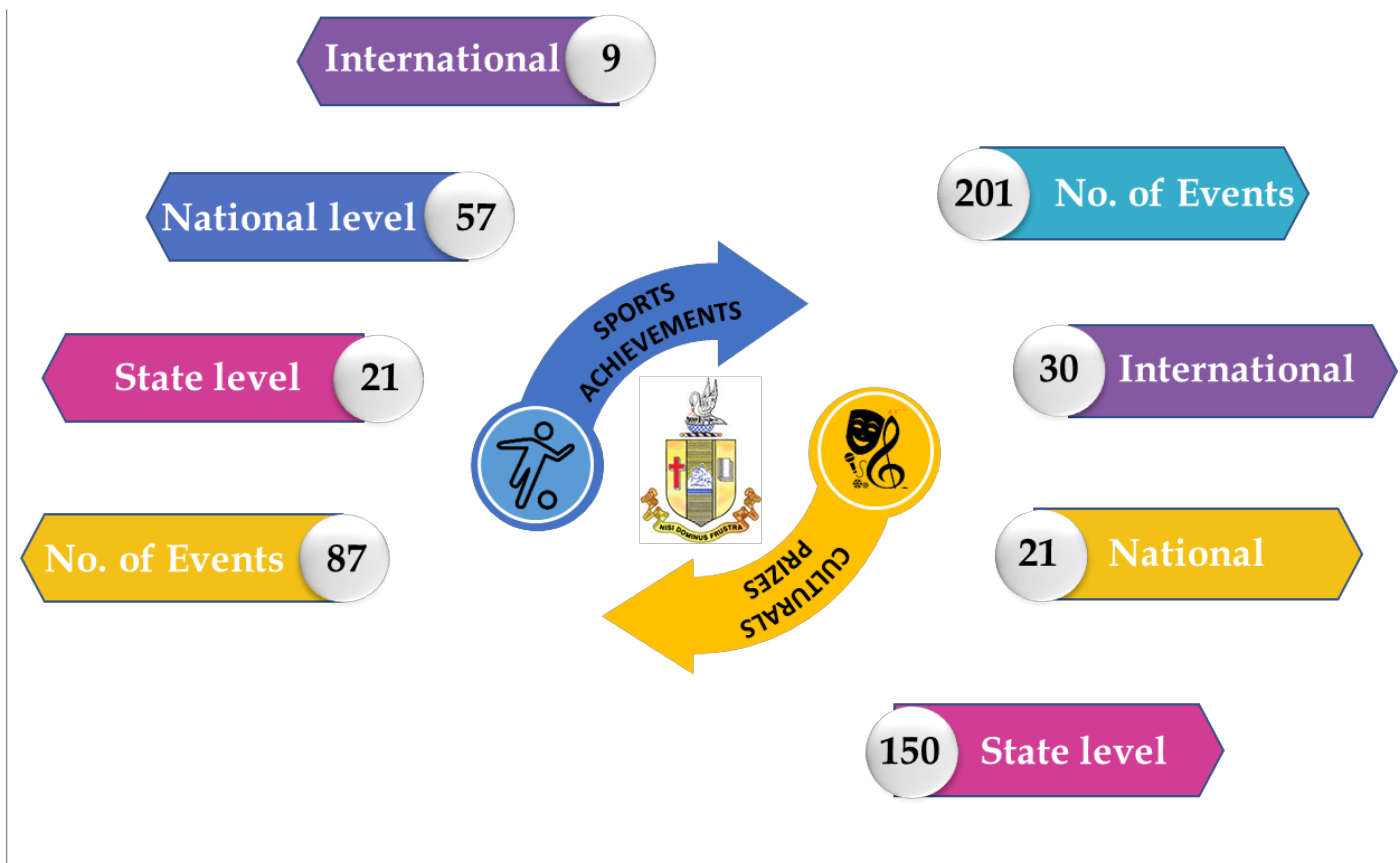
- Athletic Track with a Hockey Field (100m x 82.30m) to conduct Sports and Athletic events
- Tennis Court (23.77 m×10.97 m) – 2 Numbers
- Cricket Net (96 Ft X15 Ft)– 4 Nets
- Volleyball Court (9 m×18 m) – 1 Number
- Volleyball Court (9 m×18 m) – Floodlit Court – 1 Number
- Basketball Court (Floodlit) (28 m×15 m) – 1 Number
- Badminton Court (13.40m×6.10 m) in Bishop R.B. Manickam & K.A.P Vishwanatham Block – 2 Numbers
- Badminton Court (13.40m×6.10 m) in Hostels – 2 Numbers
- Ball Badminton Court (24 m×12 m) – 1 Number
- Football Field/Cricket Ground (131.50 m×103.00 m) with a lush green field for cricket and football tournaments/ Sports Meets
- Dedicated Archery Field for training the students/public by Professional Trainers.
- Every day from 5:00-7:00 am, the general public use the college play field for physical activities including walking/jogging, etc.

Fitness Centre

- Air-Conditioned Fitness Centre (18.28mX13.71m) furnished with necessary equipment such as treadmill, elliptical, recumbent cycle, rower bike, multi-adjustable bench and others for the stakeholders to use

Facilities for Cultural Activities

- The institution has well-furnished Halls (Multipurpose Auditorium with 1400 capacity, Auditorium IV floor MP building with 800 capacity, A/C Auditorium in GJ building with 325 capacity, A/C Gallery hall with 220 capacity, A/C Seminar hall Admin block with 150 capacity, A/C seminar hall CS block with 200 capacity, Auditorium in library block with 500 capacity, Conference hall with 150 capacity) and **an Open–Air Stage** with 5000 capacity with all the required lighting, audio-visual aids and other equipment to host a variety of cultural events
- The Centre for Music and Performing Arts (CeMPA) offers a venue for instruction and rehearsal of theatre, dance and other performing arts and a room to store the aids used for cultural
- The students who are chosen to compete in events at the State, National, and International levels must pass an audition conducted by the CeMPA
- The institution has an elite music band comprising of trained students and faculty members. Qualified instructors are arranged to train the students, on need
- Department Associations host a variety of cultural and intercollegiate events namely Muthamil Vizha /Festaurum/Boot Fest/Boot Fete/ Catharsis/ FestoCom/ FIRMA/TYRO/Chem-Amigos/ Surphy/Lit-Hit/Magma/ WINGS/ Sylvan Spring/CHITS/BioFest, etc.
- Students took part in numerous events at the State/ National/ International levels and bagged 201 and 87 awards in the cultural and sports categories, respectively



File Description	Document
Upload any additional information	View Document
Geotagged pictures	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 156

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

Response: 35.11

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
398.39	545.34	1136.09	1675.75	815.63

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document
Link for any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The Integrated Library Management Software automates the Institution Library with the following specifications.

Name of the ILMS software : **NIRMALSProTM 2.2.0**
(Networked Information Resource Management for Academic Library System)

Nature of Automation : Fully Automated

Version : NIRMALSProTM 2.2.0

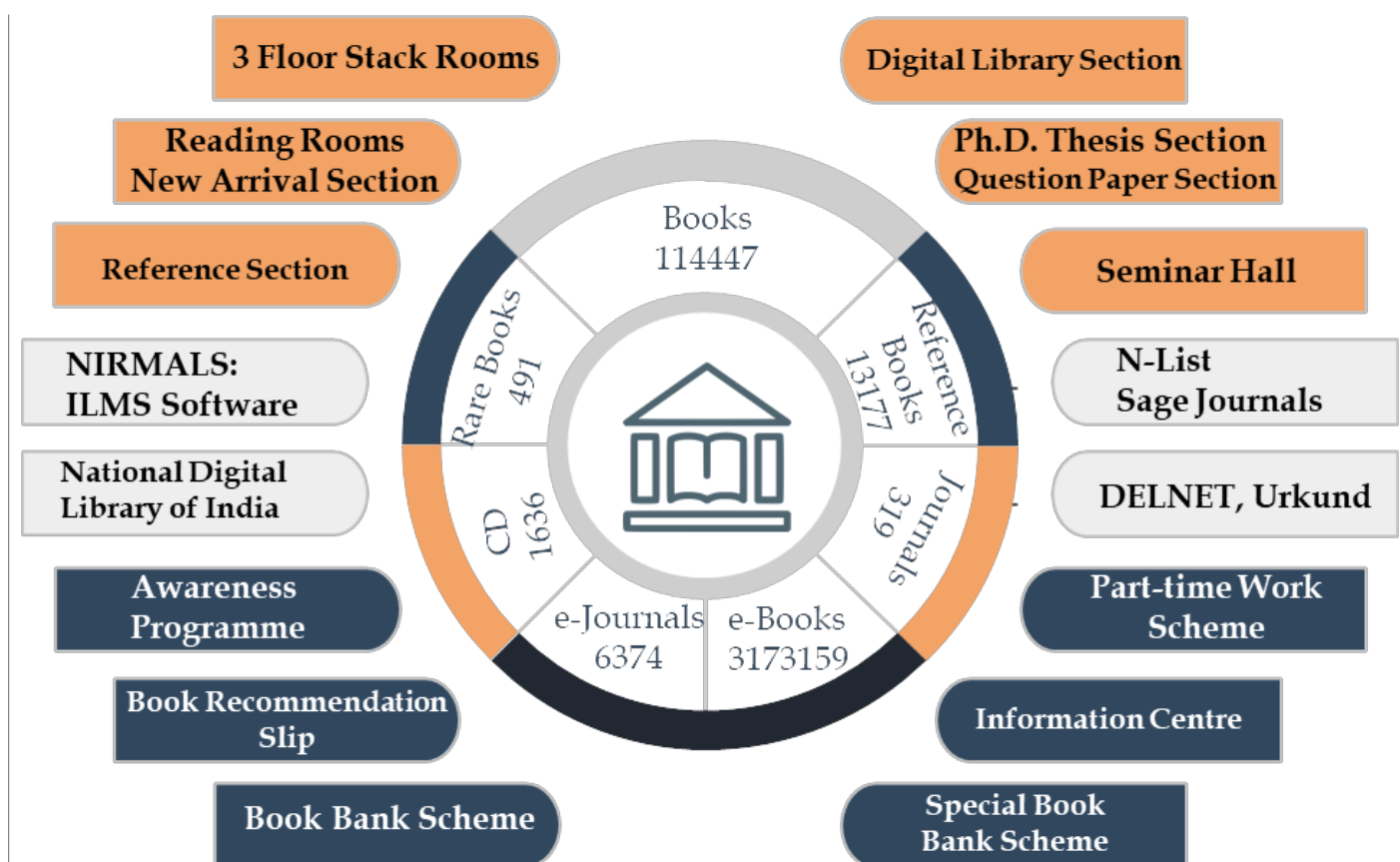
Year of Automation : 2004

Updated : 2014

The functional modules supported by NIRMALSProTM 2.2.0 are

- Acquisition Control System
 - Builds the database of Titles recommended by Book Selection Committee

- Bibliographical Control Systems
 - Creates database of Department's Collection
- Circulation Control System
- Serial Control System
- Online Public Access Catalogue (OPAC)
- Self-Check-out System/Self-Check-in System
- Gate Entry Monitoring System (GEMS)
- Digital Repository Advanced Management System
- Systematic Mapping of Internet Learning e-Resources
- Users and Book Usage Statistics
- Reservation of books by staff and students
- Checking of circulation status of books
- **RFID system** established for ILMS
- **Area of the Library (3 Floors) is 18,522 Sq. Ft**
- **The Library** housed in a three-story facility with **3 Floors of Stack Rooms, 2 Reference sections, Digital Library, Research Carrels and Reading Halls** with daily/weekly publications
- The Library offers access to in-depth academic resources-**1,14,447 Books, 13,177 Reference Books, 319 Periodicals, 491** rare books and **1636** educational CDs
- The library has subscriptions to e-Books/e-Journals/e-Resources via N-List, DELNET, SAGE Journals and American Center Library
- The Institution being a member of National Digital Library of India Club, the Faculty members and students avail the e-resources
- The Library is equipped with **Urkund Software** for Plagiarism screening of Ph.D./M.Phil. Theses, PG Dissertations and research articles
- Faculty members and students have unique Library ID (suited for Optical Barcode scanner) for Gate entry and Book access
- The Library has 29 computers for OPAC, bibliometric analysis and other online resource access in the Digital Library Section (LAN/Wi-Fi enabled)
- Compilation of the question papers of End Semester Examinations of UG/PG Programmes and Ph.D./M.Phil. Theses in Institutional Repository (<http://182.75.124.173:10108/qbank/>)
- **Fumigation Chamber**, located in the library is used to treat infected books
- Assistive technologies provided for visually challenged students (Braille Library/Computer/Android Tablet/Audio Book/NVDA Screen Reader/Voice Recording Facility for Examination/Heber Navigator App)
- Ph.D. theses section, question paper sections, group study and discussion rooms, seminar halls and video conference rooms are available
- **New Arrivals Section exhibits** the most recent additions to the library
- The library offers a variety of services to students:
 - **Book Bank Scheme** (management-funded project to the economically challenged students)
 - **Special Book Bank Scheme** (to borrow books during summer holidays/examination days)
 - **Book Recommendation Slip** by students/staff based on academic/professional needs
- 17 Departments have additional Library facilities for students' easy access
- Students of Library and Information Science do in-house internship as part of the Practice School System
- The Library operates on all working days from 8:00 am. to 10 pm. and extends its services to the public/students of cluster Institution



File Description	Document
Upload any additional information	View Document
Paste Link for additional information	View Document

4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	View Document

4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 14.81

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
12.88	7.80	18.54	19.07	15.75

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 7.3

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 974

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities

Response:

The **Centre for Data and Information Services (DIS)** of the Institution has a well-defined **IT Policy**, which includes procurement of Computing Equipment and Software, Usage of Equipment and Internet, Data Security and other IT related services. It also ensures the safe and secured services to students, staff and other stakeholders. The Centre facilitates the maintenance and upgradation of IT facilities in the Campus.

The IT Policy is implemented

- for the effective utilization of IT resources and
- for educational, research, and instructional purposes
- to provide Wi-Fi/LAN access to authorized personnel
- to ensure privacy and security to users with authenticated login
- to ensure compatibility of all hardware and software purchased
- to prohibit installation of software in the computing resources of the Institution by the users
- to protect the stakeholders and resources through surveillance cameras (24x7)

IT Infrastructure

- Central IT facility setup with **8 IBM X 3650M3** servers and **IBM D3500** storage system with **hot-swappable controllers and OpticFiber connectivity capable of storing upto8TB data**
- **1810 Computers** and **120 computers** available for academic purpose of students/staff and administrative purpose respectively
- **20 Computer Laboratories** available for Practical classes, Internet usage and Online Examinations
- Internet connectivity with **200 Mbps Bandwidth (100 Mbps with Optical Fibre Network BSNL leased line and 100 Mbps AirTel wireless network)**
- **Wi-Fi enabled campus with 158 access-points**
- **236 CCTV Surveillance Cameras**
- Usage of Open-Source software (C, Python, Java), Proprietary software (Microsoft, Tally, Snetclass, Clarity English, YASARA Structure, Gaussian16, CUSTICver 3.2, MATLAB, Mathematica, Adobe Clouds) and databases (NIRMALS- ILMS, N- List and DELNET) for the academic/research purpose
- **Institutional mail ID (xxxxxx@bhc.edu.in)** provided to staff/students in **Google domain**
- **Biometric based Attendance System** for staff/students
- In-house ERP developed for the automation of academic and administrative processes.
 - Admission Process/Attendance System/Time Table/Knowledge Repository Portal/ Mark Entry Portal/Exam Results/Online Mentoring Portal/HeberOX (Online Exam Portal)/Conference Management Portal/LMS/Rfid/KIOSK
 - Administrative Process – Fee Payment Portal/E-Gate Pass/Transportation Management System/Purchase of Equipment/ERP-Tally 9.0 for Office Management

Network Security

- **Watch Guard Firebox M4600/M5800 installed** to avoid access of unauthorized site and to provide restricted access
- Server and storage facility constantly upgraded to protect the data from hackers/to provide security from unauthorized access, alteration of data and safe storage and recovery

Upgradation of IT Facilities

DIS compiles and prepares budgetary plans for future acquisitions and recommends the purchase of

appropriate hardware and software. During the last five years, the budget of **920.85 Lakhs** was allocated and **913.63 Lakhs** was spent for updating the IT facilities

- **Five New Computer Laboratories** established during the assessment period (**960 computers were procured**)
- Upgradation of Computer Laboratory of Department of Mathematics under **DBT-STAR College Scheme** and Department of Physics
- Bandwidth connection is upgraded from **125 Mbps to 200 Mbps**
- State-of-the-Art e-Studio features a live room and control room, acoustically modified to improve the quality of media production and a system with recording and video-editing capabilities. Lecture Capturing System is also installed for e-content creation
- Computer Laboratories and PCs are connected to **online UPS backup** in addition to **individual generator back-up**
- Assistive Technologies for differently abled persons are upgraded

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 7:1

File Description	Document
Upload any additional information	View Document
Student - computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution.

Response: 750 MBPS

File Description	Document
Upload any additional information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)

4.Mixing equipments and softwares for editing

Response: A. All of the above

File Description	Document
Upload Additional information	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

Response: 64.89

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
1794.72	1015.76	2043.01	1803.70	1299.72

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The Institution has well established regulations and systematic procedures that oversees how the physical, academic and support facilities are used, maintained and upgraded to suit the latest demands by taking into account the Committee's suggestions.

The Planning Committee comprising Chairman, Principal, Vice Principals, Bursar, Deans and Heads of

different departments, the statutory body, allocates the budget for installation, development and upkeep of tangible facilities in the campus.

The needs of stakeholders are put forth by the Planning Committee to the Finance Committee at the end of each academic year for the approval of the budget.

Maintenance contract, need-based outsourcing and personnel hiring are all part of the institutional policy for maintaining the physical facilities.

Maintenance of Classrooms and Laboratories

Under the direction of the department Heads, the Faculty and the support/technical staff maintain the classrooms, furniture, ICT equipment and other amenities. The Head of the Department is notified of any maintenance needs/any damage to the classroom equipment and he or she informs the administration for further action.

The lab manager and staff members make sure that all electrical panels are well-maintained, appropriately labelled and grounded for all electrical connections. Any inconsistencies found, is brought to the Electrical Engineer's attention for further action. Annual Lab audit is conducted and report is forwarded to the administration. The expensive equipment purchased for laboratories are protected against theft/damage through insurance coverage.

All lab users follow the rules and safety procedures when handling electric equipment, chemicals, and organisms (bio-safety precautions) during any experiment.

Maintenance of Computer Laboratories

The Centre for Data and Information Services (DIS) and Programmers assign different batches to each of the computer labs according to the pre-planned timetables. The Institution has contractual arrangements with local service providers for the maintenance of computer systems/accessories.

The Centre

- maintains On-line UPS, CCTV cameras, Xerox Machines, Servers, Computers and Accessories, Printer, Wi-Fi devices, etc.
- Resolves Software troubleshooting

Maintenance of Seminar Halls

A dedicated team, led by the campus manager, including the civil engineer, the electrical engineer and the housekeeping team, maintains the lecture rooms and seminar halls

- Seminar halls are reserved by the department/deaneries/centres for organizing academic activities in advance, using a prescribed Proforma, the programme's need and the number of attendees mentioned
- Electrical/Audio-Visual arrangements in the halls are done by Electricians/DIS team
- Infrastructural facilities of the campus are extended to staff members on request at subsidised rate for their personal use

Maintenance of Library

Librarian and his team members are responsible for:

- Ordering books for the stack rooms/reference sections
- Assigning accession numbers to books, prior to issue and physical verification/stacking of books, after return
- Providing books under various schemes and replacement
- Corrective actions to replace, bind, or repair damaged books

Maintenance of Sports Complex

Sporting facilities such as the gym, playgrounds (indoor and outdoor) and the stadium are available for the stakeholders. Major sporting events are conducted and the grounds are maintained by the Physical Director and his team. The Care Taker and Markers regularly maintain grounds and monitor the sports facilities and equipment.

The Centre for Health Care and Fitness coordinated by Physical Director, Fitness Trainers and Medical Practitioners, is kept open from 6.00 am to 6.00 pm for the welfare of staff and students.

Maintenance of Cultural Facilities

The Centre for Music & Performing Arts (CeMPA) maintains the equipment, musical instruments, costumes needed for institutional cultural events.

Campus Maintenance

Sixty percentage of the total campus area is open green cover and the other 40% has 20 buildings, connected by reinforced paths for easy mobility. The following Policies serve as the binding force of environmental consciousness with which the Institution is governed.

- Green Policy
- Environmental Policy
- Energy Policy
- Waste Management Policy
- Water Management Policy

The Coordinator and Manager of Centre for Environmental Sustainability and Environment and Sanitation Manager ensure the eco friendliness of the campus through the following measures:

- Disposal of solid/liquid wastes and recycling of paper waste
- Disposal of E-waste through local vendors
- Vermicomposting of garden waste
- Maintenance of Biogas plant/Solar Water Heater/Solar Panel/Wind Mill/Incinerator

Centre for Campus Planning and Facilities Management (PFM), Coordinator and Campus Manager, with this team maintains the following

- Campus Gardens and Greenhouse
- Fire extinguishers, fire safety measures, fire safety systems and protocols
- Drinking water, purified water treatment (RO) facilities, and Cleaning of water tanks, which are under AMC
- First aid kits, Incinerator, Sanitary Napkin Vending Machine, etc.
- Rainwater harvesting pits, open wells as well as waste water recycling unit

Standard Maintenance

For the upkeep/use of its physical, academic and support facilities, the institution has well defined system. The maintenance/construction of Civil, Mechanical and Electrical work are done by respective units.

The Civil Engineers with the help of auxiliary workers

- handle the civil maintenance, repairing of damage to walls/ceilings/floor, etc.
- take care of Carpentry work, replacement of doors/windows/furniture and their maintenance
- maintain water tanks, pipelines, drainage systems and outlets
- inspect the fire apparatus and assess its functionality on a regular basis

The Electrical Unit with Electrical Engineer and team cater to the upkeep of:

- the electrical infrastructure, doing routine checks on breakers, installing or repairing power outlets and inspecting the fan and lighting systems inside and outside of buildings
- Lifts, Air conditioners and Generators in the campus, which are under AMC

The Transportation unit with the Transport Manager cater to the upkeep of

- Buses, cars, other vehicles and e-vehicle of the Institution with insurance coverage and takes care of its servicing
- Transport facilities are extended to students field trip with concession
- Transport facilities are provided for staff members at subsidised rate for personal needs

Security Service

A team of 43 Security Professionals are employed to render security within the campus and protect its infrastructure round-the-clock, along with CCTV monitoring.

Outsourcing

An ISO 9000 Accredited Agency, hired by the Institution handles the maintenance, pest control and cleaning work of the Administrative, Academic Buildings and Hostels.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 13.79

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2021-22	2020-21	2019-20	2018-19	2017-18
1829	1323	1604	1709	1562

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	View Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 39.57

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2021-22	2020-21	2019-20	2018-19	2017-18
307	1728	3544	2933	12383

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document
Institutional data in prescribed format	View Document

5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology

Response: A. All of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.

Response: 42.03

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4016	8508	2465	8508	1625

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies

2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 12.49

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
1019	681	200	266	240

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch).

Response: 61.96

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 2637

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

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 100

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
92	97	82	130	85

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
92	97	82	130	85

File Description	Document
Upload supporting data for student/alumni	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 288

5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
21	45	73	55	94

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Student Council is a confederation of students across all disciplines that moderates and manages curricular and co-curricular activities in the campus and serves as the voice of the student body. They work in unison to bridge the gap between the students, teachers and the management, fostering student centric activities. The Student Council helps in building a deeper relationship among the student clusters and developing democratic principles and practices. It acts as a forum to serve in governance, hone talents of students aiding in skill development, identify the needs and community thereby creating socially responsible citizens.

In Bishop Heber College, the Student Council is bifurcated as (i) Student General Council and (ii) Student Executive Council.

Student General Council comprises all the class representatives elected and approved by the class - in charges and in turn the executive members of the student council are those nominated one for UG and PG by the Head of the Departments from the final year representatives. The Office Bearers of the Student Council namely President, Vice-President, Secretary, Joint Secretary, Treasurer, Joint Treasurer, Documentation Secretary, Sports Secretary and Fine Arts Secretary are elected from the Student Executive Body. They do contribute effectively for the welfare of campus life and community welfare.

The student body serves as a pillar of strength in the smooth functioning of the Institution in its progress towards the path of excellence in education and as few of them represent **Academic Council, Pre-Board**

of Studies and various committees such as **Grievance Redressal Cell, Anti-ragging Cell**, etc. The leadership skills are honed by various training programmes and the Student Council taking lead to conduct Teachers' Day and observing national days etc.

Student Council Members involve themselves in organizing several academic meetings, seminars, debates, cross-cultural facilitators and in various association activities pertaining to their departments and several other outreach activities and intra- collegiate events. They are instrumental in coordinating various intercollegiate Meets.

They work in unison with the Deans of Academics and plan for many students academic welfare activities. The Student Council members play a pivotal role in organizing "No Drive Day" in association with Environmental Sciences Department. They orient the freshers during the Student Induction Programme. They are instrumental in identifying the industrial link and coordinating Industrial visits with the support of the faculty members. The Student Council members serve as the nodal point of contact to strengthen the alumni, even after they leave the portals of Heber.

The **Heber MUN Society** is a unique initiative by the Student Council conducting Model United Nations (MUN) at the National Level named **Ponni Heber MUN**. MUN Society elects their General Secretary every year.

Thus, the Student Council members represent in various bodies lending their helping hand synergizing all their strength to build the campus, community and country at large. The existence of Student Council in the campus provides a catalytic effect in shaping the institution with their enhanced engagement.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

Response: 12

5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
25	20	5	5	5

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

Response:

As an Institution with a long history and prominence in Central Tamil Nadu, a wide Alumni network is established. The Alumni Association of the Institution is registered as a separate body and functions autonomously. 13 Alumni Chapters are functioning in the places like San Jose, New Jersey in USA and Shilong, Bengaluru, Chennai, Nammakal, Tanjore, Trichy, Thirupur, Salem, Coimbatore, Erode and Karur in India. The office bearers of the Association are nominated every year by the members. Office Space for the Alumni representatives is provided in the campus.

Alumni contribute to the overall culture and ethos of the Institution. Alumni Association has taken sustained efforts to extend its helping hands to the institutional growth in Academic, Cultural, Infrastructural and Financial sectors. Prominent Alumni of the institution grace the Achievers day as Guest of Honour to inspire students. **HEBAA-** the Alumni Meet brings in alumni across the globe every year to the campus.

Academic Contributions:

1. Alumni serve as experts in the Board of Studies of all the Programmes and contribute to the curriculum design.
2. Alumni working in various corporate sectors offer real-time projects for the final year M.C.A, M.Sc (CS) and M.Sc (IT) students and serve as mentor and so far 30 projects have been completed by the students successfully through the Alumni Buddy Connect (ABC) Programme.
3. Alumni and students work closely as advisors/observers in projects in the department of social work and on completion of the projects, the alumni have served Job Referrals to students.
4. Alumni share their professional skills and knowledge in Conferences, Seminars, Workshops, Skill development programmes, Career guidance and other motivational Programmes.
5. "Alumni Writes" is a popular column in the College Magazine where Alumni share their memories and opinions.
6. The Alumni of NCC Army Wing instil the spirit of Nationalism and fervour to serve in Armed forces through NCC Alumni meet called BAANA and students are representing the Institution regularly in Republic Day Parade at New Delhi. Due to the guidance and Motivation, 145 NCC Cadets received 'A', 'B' & 'C' Certificates and 25 NCC Cadets received Awards / Medals / Recognitions at State and National Level and 12 Students attended National Integration Camps
7. 98 Programmes (Workshop, Seminar, Internship, Value Added Course, Career Counselling, and

Training) were organised with the Alumni Support during the assessment Period.

ALUMNI PHILANTHROPISTS: “Heber Helping Hands” (HHH) is a project where Alumni donate monthly to the Noon- meal Scheme and Student Help-line Scheme of the Institution. Under the Noon Meal Scheme, Rs.10.05 Lakhs was spent to support 570 Students.

1. Alumni contributions to the Individual Departments amount to Rs.35.63L in the assessment period. In the Department of Chemistry, Alumni have contributed a Fume-hood costing 1.5L. A total amount of **Rs.83,57,770** was Contributed by Alumni.

- Alumni Contribution for the Institutional Projects – Rs. 41,32,400/-
- Alumni Contribution for Departments – Rs.42,25,370/-

File Description	Document
Any additional information	View Document
Link for additional information	View Document

5.4.2 Alumni financial contribution during the last five years (in INR).

Response: A. ? 15 Lakhs

File Description	Document
Any additional information	View Document
Link for additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Response:

Governance is aligned to the Vision and Mission statement of the Institution.

VISION: Bishop Heber College, a Higher Education Institution of Excellence, is committed to transforming young learners, to be competent and socially conscious, through holistic education, ensuring inclusivity and equity, inspired by the love of the Lord Jesus Christ.

MISSION: Bishop Heber College strives to impart Whole Person Education through Academic Excellence, Spiritual, Social and Ecological consciousness, Innovation & Entrepreneurship, Partnership and Networking, thereby contributing to Nation building.

CORE VALUES:

- Academic Excellence: *the Corner Stone*
- Spirituality: *Inspired by the Love of God*
- Values: *Where our Heart and Soul is...*
- Whole Person Education: *awakening the human potential of every individual*
- Eco-consciousness: *enabling a sustainable future*

Institutional Governance:

The farsighted **Perspective Plans that were laid-out for the period (2017-2022)** were attained through effective leadership, the Vision and Mission of the College being the guiding force, the cog in the wheel being the Core values of the Institution.

The following are the milestone attainments made:

Transforming Young Learners

- Outcome based curriculum focused on building skill of higher ability, research and improving employability
- Well-Structured learning Management system enables the Students to achieve Academic excellence
- Deanery of Training & Placement ensures that recruitment drives are held by top notch organizations
- Start-up and Tie-up Initiatives rekindles the Spirit of Entrepreneurship

Social and Ecological Consciousness:

- Establishment of waste management, recycling and energy conservation initiatives

- Banana Fibre Extracting as part of empowerment initiative in adopted villages
- Green Campus Initiatives

Inclusivity & Equity

- Catering to the needs of all, especially the economically & socially underprivileged and first generation learners
- Extending special care for the socially and economically challenged students and for their psycho-social wellbeing.

Academic Excellence

- Result Attainment competing with other Institutions (University Ranks)
- Ensure students' academic performance is competitive with other institutions, particularly in terms of university rankings
- State-of-the-Art infrastructure to enhance the 21st Century Learning Skills
- Mobilization of Resources through Corporate Training and Consultancy Services, availing grants from external agencies.
- Deanery of R&D along with Deanery of Projects sanctions grants to carryout research projects of scientific and societal relevance with the support of the College Management
- Decentralization of administration promotes the culture of autonomy and independent decision-making at all levels
- Establishing Links with International Universities to promote Academic Exchange

Whole Person Education & Spirituality

- Mentoring system catering to the educational and psycho-social needs of every student
- Sporting Excellence given an impetus through the Construction of an Air Conditioned Indoor Stadium funded by UGC
- Value & Life Oriented Education instills the human values, spirituality and responsible citizenship

The **forthcoming Perspective Plan for the period (2022-2033)** has well-planned, and attainable goals to achieve the milestones to elevate the Institution to next higher level. The mission has been well-thought of, short-term, mid-term and long-term goals have been put in place, the systematic process to attain the same has been laid out, the foreseeable challenges have been deliberated upon and remedial measures have been duly considered. Thus, the vision and mission is implemented through the transformational leadership style of the institution.

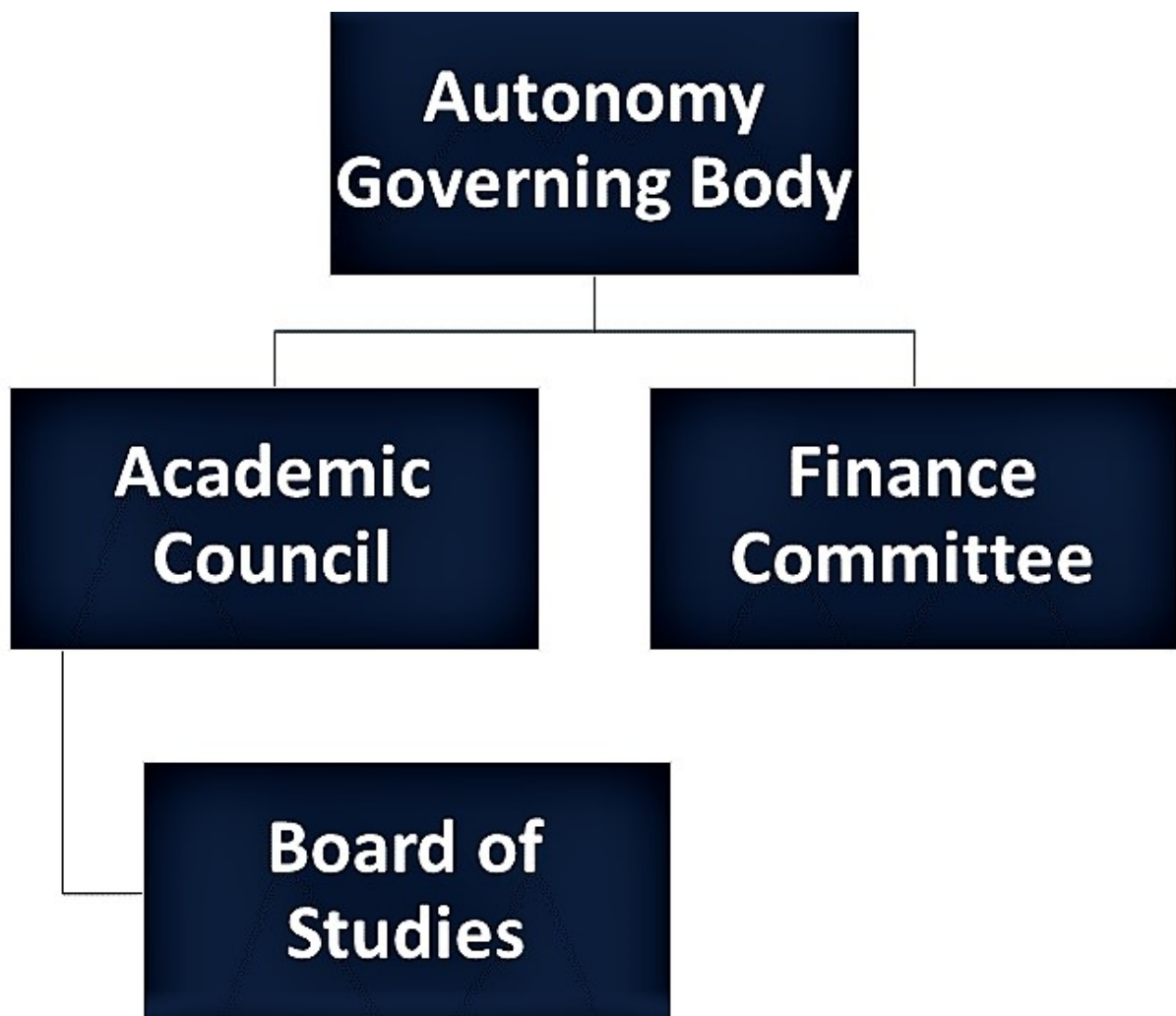
File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

Response:

The Style of Governance adopted by the Institution is salient, unique and effective is showcased as the Case Study:

Trust, Autonomy and Innovation are the three core values of the leadership style in the Institution. A culture of Mutual Trust and collaboration is fostered in the Institution, which gives **Freedom and Autonomy to everyone** within the organizational structure. Freedom instils trust and Accountability in everyone. Leaders are encouraged to Innovate and introduce unique strategies for better Institutional outcomes.



Statutory & Non- Statutory Bodies: The Autonomy Governing Board functions independently as per the Autonomy Norms specified by UGC and it includes, Finance Committee; and Academic Council- which regulates the Curricular Aspects of different programmes based on the recommendations put-forth by the Board of Studies of different departments. These bodies have representations by the faculty members, Experts from University, Industry, Judiciary, Alumni and Student representatives. **Democratic Process of debate, dialogue and deliberations are held** to arrive at decisions.

The General Body of the College functions independently.

- **Student Council:** Students elected from every department have a representation in the Student

Council. They act as ambassadors of the institution and are taken in confidence in the decision-making process. They represent the student community and share the consensual opinion of theirs in the Council. They liaise with the student community of the College to disseminate the decisions-made in the Council. Thus a conducive environment is established between students and the management.

- **Shared Leadership:** Shared, participative and transformative Leadership is practiced in all Academic and Administrative Processes.
- **13 Task-based Committees** are formed apart from the Statutory bodies to manage programmes and events. They are constituted based on needs and are renewed at regular intervals and function autonomously.
- **Eight Deaneries** (*Academics, Research & Development, IQAC, Extension Activities, Training & Placement, International Relations, Staff & Student Welfare and Projects*) and **18 Centres** for empowerment, focus on developmental Plans and Programmes for the Institution and they have the requisite team of Subject Experts who implement the plans and programmes with impactful outcomes.

Employees' Access to Leadership: Employees are enabled to have in-person one-to-one meeting with the Institutional Head, as and when the need arises and a **prior appointment is not mandatory**.

Students' Access to Leadership: Representations from Students are given due importance in governance, through the '**Open-door Policy**' adopted by the Institutional Leadership, through which the students have access to meet the leaders and express their concerns related to vital areas of Campus Life.

Quality higher education has been a hallmark of the Institution, courtesy the tireless efforts of the Principal, Dr.D.Paul Dhayabaran, the recipient of the '**Best Principal Award**', conferred by All India Association for Christian Higher Education.

The institution's far-sighted leadership is reflected in its succession planning initiatives. Potential young leaders are identified, mentored and upskilled through international programmes such as United Board Fellows Programme, Haggai Advanced Leadership Programme and Leadership programmes by AIACHE. Their leadership is utilized at the right time for impactful outcomes. This promotes decentralization and participative management, resulting in high efficacy.

File Description	Document
Any additional information	View Document
Link for additional information	View Document
Link for strategic plan and deployment documents on the website	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The activity that is being highlighted under this metric is one among the many initiatives undertaken as part of the Perspective Plan Deployment. The salient features of the activity are presented below:

Title of the Activity: ‘Academic Audit and Star Department Evaluation’:

Rationale: The ‘Academic Audit and Star Department Evaluation’ is envisioned as a strategy to enable high quality benchmarks, being set and attained by different Departments of the Institution. IQAC has been conducting Annual Academic Audits since 2008.

The Annual Academic Audit Process: The core focal area of Annual Audit includes the Quality Indicators suggested by NAAC & MHRD-NIRF and also the milestones to be attained as per the Annual Plan pertinent to each of the Departments.

The IQAC has developed a specialized tool called the Heber e-Portal Template for AQAR (HePTA), which streamlines the scientific process of auditing. This initiative has been taken to improve the accuracy and efficiency of the audit process. For the Annual Audit, IQAC share the Data templates and Standard Operating Procedures (SOPs) in alignment with the assessment tool to the Departments, and pool the filled-in data from the Departments.

IQAC assigns Internal Evaluators to do a primary evaluation, followed by External evaluation by the Subject Experts who compute the scores based on the available data, verification of evidences and departmental presentations. Confidentiality of both the Internal and External evaluation is ensured all through the Audit process.

Scoring Pattern: The maximum score that could be secured by a Department is 100 with regard to each parameter:

- **Amongst Arts Departments:** A score of 60 and Above entails **Five Stars**, a scoring range of 50-59 entails **Four Stars**, 40-49 entails **Three Stars**, 30-39 entails **Two Stars** and 20-29 entails **One Star**.
- **Amongst Science Departments:** A Score of 70 and above entails **Five Stars**, a scoring range of 60-69 entails **Four Stars**, 50-59 entails **Three Stars**, 40-49 entails **Two Stars** and 30-39 entails **One Star**.

Thus, final score sheet of all the Departments is compiled adhering to the Quality Indicators, presented to the Management and the results are declared. The rubric is validated by IQAC through the Internal and External Experts.

Reward Mechanism: The management is magnanimous in granting the Cash Award of **Rs. 50,000/- to the Five Star Departments, Rs. 30,000/- to Four Star Departments and Rs. 20, 000/- to Three Star Departments, with SOP for its utilization.** The Departments are in appreciation of this rewarding mechanism,

Outcome: Annual Academic Audit has brought in a healthy competitive spirit among the Departments of the Institution and ultimately empowers every Department setting up higher benchmarks for holistic development of their young learners. At an institutional level, this practice has further enhanced the scope

for securing higher ranks in NIRF and other accrediting bodies.

File Description	Document
Any additional information	View Document
Link for additional information	View Document
Link for Strategic Plan and deployment documents on the website	View Document

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

Administrative Acumen of the College dates back to half a century. The policies, processes, guidelines, code of ethics and efficacy ensured in its implementation have all been time-tested, amended, newer clauses introduced; thereby ensuring its authenticity for impactful outcome. Every pertinent area to be administered and governed has a policy laid out in black and white. The Institution has 21 policies which are followed and strictly adhered to, thus enabling a smoother administrative mechanism in the Campus.

Organogram: The institution has a well-laid out Organogram that presents a clear picture of

- Organizational Structure of the Institution
- Reporting structure
- Decentralized Approach
- Micro-Leadership
- Monitoring and Evaluation
- Holistic View of the Administration

Governing Body:

- *Composition:* The College Governing Body, the highest Body of the Administration, is headed by the Chairman of the Institution, its members comprise of representatives from the CSI Tiruchirappali - Thanjavur Diocese, Bishop of TELC, staff representative from the College, representative from the University, the Principal and the Bursar.
- *Functions:* Institutional Policies and Developmental Goals are deliberated in the College Governing Body. Proposals, Suggestions, Plan of Action and requests from the Teachers, student bodies and other stakeholders are presented for approval.
- It serves as the auxiliary body to **the Principal** in matters of Statutory and Non- Statutory proceedings.
- Major Administrative decisions are made by **the Principal** in consensus with the Governing Body, except for Appointment of Teaching Staff and major Financial decisions.

Bursar: Bursar acts as the Finance Officer, who monitors and controls the entire financial dealings of the Institution, which includes budgeting, auditing, interim reviews and putting forth the estimates concerning

different projects and other related financial implications.

Academic Council:

- All matters pertaining to academia are dealt in the Academic Council.
- Academic Administrative areas that are contemplated upon are:
 - Introduction of new Innovative Programmes & Vocational Programmes
 - Reforms in examination and evaluation
 - Programme Supportive Measures
 - Creation of Academic Facilities
 - Need-based areas of Academic Concern

Staff Council: The academic and administrative affairs of the College are discussed upon in the Staff Council, which comprises of Heads, Coordinators and Deans.

The broad areas of focus are:

- Day to day affairs of the Academic activities
- Deliberations of Academic plans, processes and its Execution

Secretarial Functions: The secretarial functions are rendered by the Non-Teaching Staff.

Task- Centred Committees are convened by the Principal and Vice-Principals to carry out academic and administrative affairs.

Heads, Coordinators and Faculty Members: Heads of Departments provide academic leadership, manage and develop their team, set high standards and delegate work, ensuring the best possible experience and exposure to students, quality research, and knowledge transfer. Coordinators manage class schedules, attendance and instructional supplies, while coordinating with teachers on lesson plans. Faculty members carryout intense teaching, Quality Research and Extension Activities to create conducive atmosphere for effective teaching and learning for holistic development

File Description	Document
Any additional information	View Document
Link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Administration**
- 2.Finance and Accounts**
- 3.Student Admission and Support**
- 4.Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format	View Document
ERP (Enterprise Resource Planning) Document	View Document
Any additional information	View Document
Link for additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression

Response:

The College's Employee Welfare Policy is a comprehensive document covering various welfare measures for teaching and non-teaching staff. It includes health and wellness initiatives, particularly flexible working hours, and special leave provisions for employees having children with special needs. The policy also offers a barrier-free environment, professional development opportunities, counselling services and financial assistance for festivals and salary advances. The provisions entail:

Statutory Welfare Measures

- Employee Provident Fund (EPF)
- Employee State Insurance (ESI)
- Maternity Leave
- Medical Leave

Non-Statutory Welfare Measures

- **Marriage Leave** for the Self-financed teachers
- Group Insurance Scheme
- **Flexi-Timing** for employees having Children with Special Needs / having serious illness
- **Lesser workload** for Teaching Staff holding Administrative roles.

Financial Assistance:

- Rs. 30.25 Lakhs provided as financial assistance to 709 faculty members for paper presentation/publication/patent registration
- Rs. 49.71 Lakhs granted as seed money to 121 faculty members for minor research projects
- Rs. 33.92 Lakhs given as remuneration to 85 Research Advisers

- Rs. 5.72 Lakhs awarded to 55 faculty members for submitting Ph.D. thesis (Management Research Fellowship)
- Rs. 11.48 Crores of Medium-Term (M.T) Loan availed from Bishop Heber College Employees Cooperative Society
- Rs. 39.08 Lakhs availed as Festival Loan from Bishop Heber College Employees Cooperative Society
- Rs.1.7 Lakhs as Institutional Travel grant for 14 faculty members

Employee Welfare Measures:

- 18 days of casual leave provided to employees with children having special needs
- 50% fee concession for children of the employees
- 1873 employees have availed interest-free festival loans from the Management
- 32 economically deserving staff/their dependents provided with financial assistance to avail medical treatment
- 709 faculty members provided with financial assistance for paper presentation/publication/patent registration
- 425 faculty members provided with financial assistance for attending conferences/workshops
- 85 Research Advisers granted with 80% of fee paid by their wards as a token of encouragement to promote research culture by the Management

Awards and recognitions:

- Best Researcher Award with a Cash Award to 38 faculty members
- Life-Time Achievement Award to faculty producing 25 PhDs
- 118 faculty members who obtained their Ph.D. degree were honoured in the College Day in the respective academic year
- 37 staff (teaching/non-teaching/support staff) presented with memorabilia for 25 years of meritorious service. ('Wrist Watch /Cash Award of Rs.5000)
- Jobs offered under compassionate ground to the Children of Deceased employees in-service.

Infrastructure Facilities

- Fully air-conditioned gymnasium and state-of-the-art indoor stadium
- Free access to ICT facilities and library facilities of the institution
- Free access to e-Studio for making quality e-content
- Eco-friendly and Barrier-free environment.

Other Welfare Measures

- Assessment of '**Happiness Index**' and Programmes on Health and Wellbeing.
- **Food at free of cost** for Security, Gardeners, Electricians and full-time attenders
- Christmas Family get-together Dinner for the staff and their families
- Tours for Employees
- Special COVID-Vaccine Drive organized in the Campus
- COVID Relief Measures provided to Gardeners, Security Personnel and support staff.

Thus, the welfare measures motivate employees to work efficiently, benefiting the stakeholders, enabling the achievement of vision and mission of the Institution.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 17.99

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
29	17	162	147	70

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.

Response: 18.8

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
51	19	7	12	05

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Reports of Academic Staff College or similar centers	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 43.32

6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
392	544	158	20	32

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College has a well-established mechanism for **Internal and External Audits** to ensure that the

financial transactions are maintained accurately and efficiently. The college employs a full-time Chartered Accountant and an Auditor to maintain the accounts on a regular basis. The accounts are maintained in compliance with the required standards and all financial records are audited by a statutory auditor every financial year.

At the Department level, Auditing of Income and Expenditure for every financial year, is done through the '**Administrative Audit**'. For which, every Department is required to furnish details pertaining to the varied heads of income and expenditure listed in the '**Administrative Audit Template**', with the required bills and vouchers.

Auditing of the furnished details of the Income and Expenditure for every department is undertaken by the Internal Auditing Team, comprising of Vice-Principal (Projects), Bursar, Dean of Academics and Dean of IQAC. This process ensures financial transparency and accountability within the department and helps identify areas for improvement. The internal audit team plays a vital role in ensuring that the department's financial records are accurate and adhere to the financial policies of the Institution.

Workshop on Academic and Administrative Auditing: The institution conducted a three-day Workshop on Academic and Administrative Audit for administrative staff, sponsored by UBCHEA, Hong Kong. The workshop provided valuable insights on best practices and helped identify areas for improvement in academic and administrative processes, leading to enhanced effectiveness and efficiency.

To ensure transparency and accountability, the government accounts undergo **External Audits** by officers from the Joint Director of Collegiate Education every year and by the Auditor General once every five years. The Bursar is responsible for maintaining day-to-day financial transactions and accounting, as well as conducting administrative audits at regular intervals.

Lab Audit: The Dean of Sciences along with Internal Audit Team, conducts Internal Audits of all the Science departments to review the finance related to recurring and non-recurring expenditure incurred by the Science Laboratories. This ensures that the financial records are accurate and transparent, and that the funds allocated are utilized effectively.

Internal Purchase Committee of the Institution oversees all purchases, and the norms for these purchases are duly laid out and followed up under the headship of the Bursar through the Purchase Officer. The policies specifying the norms to be followed for the call for tenders and purchases are laid out to ensure that there is no malpractice and that the college receives the best value for money.

The **Transport Manager** is responsible for overseeing the maintenance of the vehicles, their fuel costs, and also monitoring the day-to-day work tasks of the transport personnel. This ensures that the transportation facilities are efficient and that the college provides safe and reliable transport to its students and staff.

The Institution also ensures transparency and accountability in all its financial transactions, purchases, and transport facilities. This mechanism enables the smooth functioning of the college, and helps in building trust among the stakeholders.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

Response: 54.83

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
20.95	8.88	20	1.5	3.5

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The resource mobilization policy of the Institution is aligned to its Vision and Mission, the objective being to make quality higher education available to all students.

Aided Stream: There are 17 Programmes that are offered in the Aided stream, for which funds are received from the Government. The fee collected from the students are spent on managing the running cost of the teaching learning materials, lab requirements and other overhead costs incurred in the running of these programmes.

Self-Financed Stream: There are 48 Programmes that are offered in the Self-Financed stream. The fee paid by the takers of the Programmes are utilized for the salary of teaching and non-teaching staff in the Self-Financed stream, Infrastructural up-gradation, teaching learning materials for the students and assessment related expenses.

Funds Generated through the Institutional Activities:

Resource mobilization by the different departments are spent for a cause in alignment with the proposal.

Institutional Strategies for mobilization of funds predominantly falls around the following broad avenues:

Fund Received from UGC and other Government Agencies

2017-2022

Agencies	Amount Received
	(In Rs.)
University Grants Commission	24019186.00
Department of Biotechnology, Government of India	4648172.00
Department of Science and Technology, Government of India	4937898.60
Indian Council for Social Science Research	175000.00
Tamil Nadu State Council for Science and Technology	62500.00
Total	3,38,42,756.60

Rupees Three Crores Thirty Eight Lakhs Forty Two Thousand Seven Hundred and Fifty Six and Sixty Paise Only

Endowment Funds: Between 2017 and 2022, retired staff and alumni contributed a predominant amount to endowment funds to support academic events and achievements, totalling 8.5 Lakhs.

International Agencies

- United Board for Christian Higher Education in Asia (UBCHEA), Honk Kong- Institutional Projects and Bamboo Project Grants
- Au Sable Institute of Environmental Studies, Michigan, USA by conducting International Extension Courses like Ecology of Indian Tropics and Survey of Flora and Fauna and Books Publications; ESC-Rouen Business School, France, IESEG School of Management Studies, France

Other Resource Generating Sources for the College

1. Renting out the Halls/ Guest House/Play Ground/ Vehicles during holidays
2. Rent from the Shopping Complexes owned by the Management
3. Contributions from the Alumni
4. Professional Fee raised through Sports Academies
5. Institutional Consultancy Services
6. Corporate Trainings

Resources Mobilized by the Departments: Departments mobilize resources through donations of equipment, books and cash for various causes as per their felt needs. These resources are spent accordingly, with internal and external audits conducted to ensure its proper usage.

Optimum Utilization of Resources:

- **Financial:** Optimum utilization of the available/mobilized resources- material, manpower, and finance- is ensured. An interim review of the Budget-Expenditure in alignment with the proposed plan vis-à-vis its attainment is undertaken by the General Body of the College and a renewed interim budget is put forth.

- **Infrastructural:** Shift I & Shift II classes are scheduled in the most efficient way possible, enabling 12797 students to utilize the available resources to their maximum utility point, such as classrooms, physical and computer laboratories, meeting halls, library, and sports facilities, among others.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)

Response:

IQAC took up the initiatives to enable the far-sighted plans of the Institution as stated in the previous Perspective Plan (2012-2022), to be effectively attained. IQAC took the onus of offering expertise, handholding and monitoring & evaluation of attainment of the goals in alignment with the Milestones envisioned.

- **Teaching-Learning:** Introduction of Need-based programmes like MA History, MA Economics, B.Com (7 programmes: Business Process Management, Business Analytics, Strategic Finance, Computer Application, International Accounting, Professional Accounting, and Financial Technology), Innovative Vocational programmes (B.Voc. in Information Technology, Accounting & Taxation, and Visual Communication and PhD in Zoology. Establishment of 18 Centres .
- **Research and Development:** Departments have tapped grants from external agencies Major and Minor research projects and collaborative research projects are sanctioned by government and Non-governmental agencies and international agencies. Established MHRD's IIC & Heber Analytical Instrumentation Facility (HAIF). The Institution served as one of the 75 hosting institutions across the country, to observe Vigyan Sarvatra Pujyate (National Science Week), as part of Azadi Ka Amrit Mahotsav
- **Community Engagement:** A training Centre for Entrepreneurship Skill Development – Banana Fibre Extracting Plant, and Community College have been established. Environmental-Service Learning programme as a measure for community engagement in Adopted Villages is incorporated in the Curriculum.
- **Planning and Development:** Established Additional Classroom Blocks, *State-of-the Art* Air-Conditioned Indoor Stadium (sports complex), well-furnished Air-conditioned Gymnasium, Golden Jubilee Block and new hostels.
- **Environmental Initiatives and Industry:** Campus Sewage Treatment Facility, Solarization of the campus, Bio-Compost and Vermi-Compost Units, Outbound Learning Centre, Windmill in

Murungapettai, Paper and Plastic Recycling Units, and Wastewater Treatment Plant established.

- **Institution Linkage Programme:** 105 MoUs have been signed with 12 foreign Universities, 54 industries /Corporate Sector, and 11 Civil Society Organizations and 28 Institute/ Research Centres.
- E-governance: Fulfilling the vision of AtmaNirbhar Bharat and Digital India Mission - In-house ERP established.

Granting of Five-Star Status through Academic Audit: Annual academic audit has brought in a healthy competitive spirit, not only among the various departments of the institution but also within each department. Every department is setting higher benchmarks for continuous quality enhancement. At an institutional level, this practice has further enhanced the scope for securing higher ranks in reputed ranking bodies.

Professional Development Initiatives: IQAC focused on professional development initiatives for faculty enabling their up-skilling in terms of pedagogic innovations, authentic assessments, technological soundness and holistic Career Development and skill-based training for non-teaching staff, with an emphasis on vertical academic progress. IQAC conducted a process to obtain teacher-specific feedback from students to enhance teaching and learning practices..

Mentoring the Newly Joined Faculty Members: Orientation programme to the newly inducted faculty on pertinent areas of academia: teaching-learning assessment, research, extension and welfare measures are carried out roping in subject matter experts. Insight provided on the Vision, Mission and Core Values of the Institution, the norms, the culture, roles and responsibilities and Code of Ethics will empower and ensure the quality and commitment of young faculty members.

Thus, IQAC ensures and enables quality sustenance in all the endeavours of the Institution.

File Description	Document
Link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

IQAC takes persistent efforts to review the Teaching Learning and Assessment Processes, the pedagogy and technology adopted to carry-out the same. Two of the very salient curricular and assessment initiatives taken up by IQAC are presented below:

1. **OBE Based Curriculum:** All 51 Programmes (UG & PG) offered by the Institution are aligned to its Vision and Mission. Whole Person Education is the core of the Curricular Framework adopted. In order to enable every learner not only attain their expected learning outcome through sustained

learning, the Curriculum is mapped to Bloom's Taxonomy Levels, facilitating every learner to have an insight on Programme Outcomes, Programme Specific Outcomes, Course Outcomes and Specific Learning Outcomes.

Attainment Calculations are done (Threshold percentage for CO Attainment for UG programme being 65-70%, PG programmes being 70-75% and for practical Courses being 80%). Articulation Matrix is computed to identify gaps and improve programme outcomes. Teacher recommendations are collected and compared with indirect assessment methods. Curriculum revisions are made based on recommendations in pre-board of studies meetings. Ongoing attainment assessment and innovation in new programmes/courses are introduced based on requirements. Finally, Action Plan for every course is prepared by the Course Coordinators enabling the Formative Assessment Loop to be strengthened, benefiting both the Learners and teachers alike.

1. Teaching Learning Assessment Enhancement Measures

Under this broad umbrella term, two major initiatives that were the brainchild of IQAC are:

- 1. ICT Enabled Teaching-Learning Assessment:** In an effort to promote engaging authentic learning experiences to the learners, IQAC undertook an initiative to equip/enhance the ICT enabled Teaching-Learning Assessment expertise of the Teaching Staff through a one-week Workshop with in-built hands on exercise through qualified experts. The outcome attainment of the workshop being all the faculty facilitated to prepare and present a SLO video as an e-content. The faculty ensured that ICT tool usage becomes the part of their lesson plans. This has enabled more engaged learning experience for the learners, the most useful being periodic assessment of the SLO Attainment. (<https://bhc.edu.in/e-Content/index.html>)
- 2. Institutional Academic Performance Indicator (API):**

IQAC designed a tool to assess the attainment of Academic Performance Indicator for faculty across the Departments, the varied parameters of this Self-Assessment, exhaustive Appraisal initiative are as follows:

- 1. Faculty Profile:** comprising Teaching Competency, Workload Attainment, Certificate/Online Courses Completed, MOOCs developed, Participatory Learning Methods used, ICT Technology Used, Membership in BoS and Qualification Updation.
- 2. Research Output:** Research Papers in WoS, Scopus and UGC- CARE List, Publication of Chapters in Books (ISBN), Books Edited / Authored, PhD Guidance, Research Projects undertaken/ Completed, Awards and Recognitions, and Consultancy Offered.
- 3. Additional Responsibilities at College Level:** Member of Academic Council, Training & Placement, Hostels, Internal Facilitators, IIC, etc.
- 4. Additional Responsibilities at Department Level:** Class Teacher, Course Coordinator, Coordinator for Association, Events, Value-Added Courses, In-charge of Department Accounts.

Scientific scoring procedure has been designed and validated, facilitating objective interpretations to be made and follow-up action plan chalked-out for every faculty member and IQAC facilitates handholding if any required, in enabling the faculty to set higher benchmarks.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
- 2.Collaborative quality initiatives with other institution(s)
- 3.Participation in NIRF
- 4.Any other quality audit recognized by state, national or international agencies (ISO Certification)

Response: All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Paste web link of Annual reports of Institution	View Document
Link for additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

A conscious effort to promote and nurture a Gender Sensitive environment is taken every year by the Institution. The Institution believes that learning begins by unlearning culturally inherited gender biases and creating a gender neutral learning environment.

Gender Equity Policy and Action:

- Gender Equity Policy of the Institution states “Sensitize all, Start Sensitization from Day 1”. Gender Sensitization is offered as part of the Induction programme, enabling freshers to Unlearn Social and cultural Biases and create a Gender-Neutral Learning Environment.
- Gender Action Plans are crafted every year in the Staff Council Meetings, where Institutional efforts to ensure Equality and Equity in the campus are discussed and deliberated.
- Centre for Gender Studies, SADHANA, the Women’s Cell and Gender Sensitization Club focuses on the Gender Sensitization.
- Through the Extension clubs and departments, 102 Programmes and activities related to Gender sensitization, were carried out benefitting **6928** Students, during the assessment period.

Gender Studies In Curriculum: Gender Studies Course (**U16GST61**) is mandatory for all Students in the Semester V of the UG Programme across disciplines.

No of Beneficiaries						
Programme	Title of the Activity / Course	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
I UG	Student Induction Programme	3027	3552	3282	3363	3422
III UG	Gender Studies (U16GST61)	2115	2415	2985	3252	3151
I PG (VLO)	P21VL2:2 (Unit III)	1040	906	1058	1300	1104

Safety & Security Measures

- The Institution ensures the safety and security of the women by having adequate infrastructure, logistic facilities, Counselling services and activities for the wellbeing of the women and so women feel safe and secure.

- The Campus is under CCTV surveillance and has 24X 7 Security services.
- Entry to Women's Hostel is protected by Biometric Registry System.
- Helpline number for women is displayed at prime locations in the campus.

Exclusive Facilities For Women:

- In the Health Centre, a Medical Practitioner is available for consultation.
- Napkin vending machines and Incinerators are available in 15 Blocks including the 7 Girls hostels.
- A Lounge for Women Staff with exclusive space for lactating Mothers and One Lounge for Girl Students are available.
- Girls Hostels have reading and recreation rooms.
- Separate dining space for girls in Institution Canteen.
- One Female Fitness Coach, 2 women sports trainers and a woman Assistant Director of Physical Education train women students.
- Extension clubs like- NSS and Nature clubs have exclusive units for girls

Counselling

- Students Counselling Centre has 3 female counsellors who provide emotional and psychological support to the students.

Women In Governance

- The Institution ensures Equal representation of Women and Men students in the Student Council. In the Year 2021-2022, six out of twelve student leaders were women.
- 77 women served in the Academic Council and College Council out of 201 positions during the past 5 years.
- In the Academic Year 2021 -2022, 12 out of 39 Heads and Coordinators, 13 out of 28 Deans and Associate Deans were women. Woman head 40% of the Deaneries and Centers and 38% in the College Council.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid

- 4.Sensor-based energy conservation**
- 5.Use of LED bulbs/ power efficient equipment**

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

- Centre for Environmental Sustainability streamlines the management and conversion of waste to resource.
- The Institution has MoU with Joe Engineering works in rendering services for the management of waste and to help the Institution in becoming a Zero- Waste Institution in the city within 2 years. Trichy City Corporation has awarded the Institution for the “Zero Waste Practices” in 2019.
- Degradable waste from the gardens are vermi-composted and used to replenish the soil. A kilogram of compost is sold for ₹ 15, and a revenue of ₹ 59300 is generated from 2020-2022.
- A portion of the Food waste from the Hostels and Canteens are donated as fodder for the Poultry farms and the remaining is used to generate Biogas.
- Major waste generated in the Institution is Paper, which is up-scaled to folders, files and gift articles in the Paper Recycling Unit established in 2022.
- Annually 1500 Kg of Paper waste is recycled. About 200 files are produced per month and a file is sold at Rs 20 to Rs 40
- Classrooms and academic spaces have waste bins. Green-colour dustbins are kept in every classroom, corridors, canteen and hostel kitchen for collecting biodegradable wastes such as food waste, paper, etc., Food waste from the canteen and hostel kitchen are used for vermicomposting in the college campus.

- Plastic, glass and scrap material are disposed through authorized waste collection centres.
- Vermicomposting unit treats wet and garden-waste. The compost generated is sold at a nominal Price.
- Plastic waste is collected, segregated and donated to recycling vendors. 5 percent of the plastics are also remoulded in the Plastic Recycling Unit.

Biomedical Waste: Biomedical Waste from Biotechnology and Zoology Labs are autoclaved and incinerated. Incinerator is used to disintegrate needles and sanitary napkins.

E-Waste: E-waste production is minimized by stringent maintenance efforts like use of quality Power Cables, use of stabilizers and Inverters and reducing power fluctuations by regulated use of power distribution within the campus. Each floor has a black bin to collect e-waste like batteries. Some of the dysfunctional computers were used in the **Computer Assembling and Troubleshooting Unit** for student learning. Old computers, speakers and keypads are donated after servicing to local Schools. Irreparable ones are sold to buy-backers authorized by the Pollution Control Board.

Liquid Waste: Liquid Waste like waste water from Hostels, Laboratories and Offices are connected directly to the City Corporation collection point.

Kitchen Waste Water Recycling System: A small scale waste water recycling unit is integrated to the kitchen, which can recycle 30 -50 litres of water per day. The institution plans to procure a Grey Water Recycling Unit in 2024.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Geotagged photographs of the facilities	View Document
Any other relevant information	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document
Link for any additional information	View Document

7.1.5 Green campus initiatives include:

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways
- 4.Ban on use of Plastic
- 5.landscaping with trees and plants

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Details of the Software procured for providing the assistance	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Inclusivity is a Core value of the Institution and it is ingrained in all its Policies, Mandates, Administrative and Academic Practices.

Equity Measures in Admission:

- In Admission to all Programmes, preference is given to First generation learners, Students from Rural areas, Children of Single Parent and students who completed schooling through Tamil Medium. SC/ST students are provided applications free of cost.
- As a Minority Institution, 50% of the seats are allotted to applicants from Religious Minority Candidates. However, Vacant Minority seats are allotted to Open Category as per merit. The other 50% of seats are allocated as per the Govt. of Tamilnadu Reservation Norms.

Regional Diversity:

- Basic Tamil Courses (U08TM3B1& U08TM4B2) are offered to the students of other states and non- native speakers.
- Students from North-Eastern States are taken care of by the Deanery of Staff and Student Welfare and Deanery of International Relations. The deaneries cater to all their needs from admission till the completion of the programme. Assistance is provided for the procurement of Equivalence and other Certificates from the University and other competent Authorities. Special Cultural Events are organized for them and they perform special programmes in Cultural Festivals in the Institution.

- Both in Admission and Recruitment. no regional disparity is followed.

Celebration of Cultural heritage & languages: The Centre for Languages organizes Hindi Diwas, Sanskrit Day, French Day every year. “*Muthamil Vizhaa*”- a major cultural fest is organized every year to celebrate the rich literary heritage of Tamil language.

- **Catering to socio-economic Diversity:** Special Scholarships are awarded to students under the following categories:
 - 1.Student who met with Accident
 - 2.Physically Challenged
 - 3.Economically Challenged -Orphaned/ Single or Terminally Ill Parent / Deserted Children
 4. Best NCC Cadets/NSS Volunteers/Sports Persons.
 - 5.Students Who Lost Parents during pandemic.
- Christian Endeavour Society Hostel accommodates students from Economically Weaker section.
- Through **Student HelpLine**,economically weak students from every class are identified and are provided Scholarship and Fee waiver. The Earn – While – You Learn programme offers part time work to nearly 226 students every year. International students, including NRIs and those from other countries, are able to obtain lodging at the Institution's International Hostel. The hostel provides meals featuring both Continental and Oriental cuisine.
- **Sadhana:** The Women’s Cell existing from 2002, provides voice and space for women in the Campus.
- Centre for Gender Studies works to sensitize all students about achieving a gender neutral society. Through sensitization programmes, a sense of **Unity in Diversity** is created and students understand and respect differences.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Any other relevant information	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Organizing Sensitization Programmes is a regular activity of Extension clubs and Departments. In the assessment period 113 programmes were organized to inculcate spirit of nationalism and to motivate students to be aware of the legal binding of being a responsible Citizen.

Programmes related to promotion of spirit of Nationalism were organized, making students realize the importance of obeying National laws, encouraging them to actively take part in preservation of the Natural Environment and in promoting a spirit of brotherhood among fellow humans.

National Integration

- The Institution promotes the spirit of Nationalism by observing an annual remembrance day to the “Heberian Heroes” who served in the Indian Army and were martyred in the Kargil war.
- Republic Day and Independence Day Flag unfurling & hoisting ceremonies in the campus are marked with a mega cultural event and March Past.
- NCC and NSS Cadets participate in the Republic Day parade at the Red Fort, Delhi as well as in the State Headquarters at Marina Port, Chennai.
- Apart from these activities, Extension clubs and departments have organized **19** programmes that sensitized **1494** students on issues related to National Integration, maintaining communal harmony and cherishing the spirit of being an Indian. Some of these programmes were Fundamental Rights of a Citizen, Universal laws and Ethics, Being aware of Cyber-crimes, protection of Human Rights under the Constitution of India and saying NO to use of Tobacco and Alcohol.

Obeying National Laws

- Students involve in traffic regulation regularly near the campus during the prime hours. 507 Students took part in the sensitization programmes related to road safety Child Rights and Protection, Traffic rules awareness and Social Impact of corruption.

Preserving Natural Environment:

- 24 awareness programmes were conducted related to Importance of waste segregation at source, Eco- conservation, Being an Ethical Environmentalist, Global warming, Solid waste Management, Saving Fuel and Say NO to Plastics.

Through the Extension Clubs and the departments **30 Mass awareness events** like rallies or pamphlet distribution on topics like Water Conservation, Global Warming, plastic free environment and Importance of Trees in our life were organized by the participation of **2147 student Volunteers**.

Spirit of Brotherhood

- 65 Programmes related to sharing the spirit of Brotherhood like COVID awareness to public, AIDS and Breast Cancer Awareness, Visual Awareness, Fourth Basic Need of Humans, Suicide Prevention, Juvenile Delinquency and PoshanAbhiyan scheme awareness to Public were conducted sensitizing **4712**.
- Students contribute to the Unnat Bharat Abhiyan scheme by conducting census in the rural areas to analyse their lifestyle and to uplift their standard of living.
- **14 Medical camps involving 717 student Volunteers** and **20 Blood donation drives** were carried out. Through such events 1546 Units of blood was donated by **1546 student donors**.
- Students volunteer to provide relief measures during COVID pandemic, Okhi and Gaja Cyclone attacks in 2017 and 2018 in villages in the neighbouring districts of Tiruchirappalli. The City being a flood prone region, students take active role in the Flood relief work along with the City

Corporation and under the banner of the Institution in several flood rehabilitation efforts.

File Description	Document
• Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document
Any other relevant information	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The Institution fosters a strong sense of Nationalism by commemorating an annual remembrance day, dedicated to the “Heberian Heroes” who valiantly served in the Indian Army and made the ultimate sacrifice of life during the Kargil War.

Republic Day and Independence Day Flag unfurling and hoisting ceremonies in the campus witnesses a special Address by Faculty Guest speaker, March past and a mega cultural event and.

UNESCO international days are regularly observed which serves as a springboard for awareness-creating actions. International Day of Girl Child, International Women’s Day, World Environment Day, World Water Day, International Day for Biodiversity, Human Rights Day and World Wildlife Conservation Day

are observed by departments and Extension clubs.

- **National Science Days** are celebrated to popularize science and promote rational thinking under the themes put forth by the DST-NCSTC. Women in Science, Indian Space Week and VIGYAN SARVATRA PUJAYATE (Worship Science Every Where) were a few themes which the Institution addressed. Science Awareness Programme was organized in Kumara Vayalur Village as part of the National Science Day in 2017.
- **Public events** such as Human Chains, Formations, Marches and Rallies are conducted on the Martyrs Day, National Voters Day, National Youth Day, National Farmer Day and National Literary Day.
- **Annual Events:** The Institution earmarks Service Day, Achievers Day and Placement Day along with Annual Day in the Calendar of events and each day students are awarded for their significant achievements in Academics, Service to Society, Participation in National events and for their Creative works.
- **Muthamil Vizha** is hosted by the student's body of the Institution in commemoration of the Tamil Culture and its Literary Abundance. Elocutions, Debates, Dance, Folk-arts, Poetry Recitation, Portrayal of Literary Scene (Tableau) under the three categories of *IyalVizha*, *Isaivizah* and *NaadakaVizha* are an integral part of this mega event. The event provided students a platform to display their talents.
- Pongal, the Harvest Festival of the Tamilians, is celebrated by departments by sharing the joy with people in the nearby villages.

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

7.2: Two Best Practices

Title of the Practice: Going Green from Campus to Community

Objectives of the Practice:

1. To contribute to a greener world through constructive efforts in campus and in the Community.
2. To engage students in nature conservation and connect them with natural world.

- 3.To inspire students to become "Eco-Saviours" –who can lead the way towards a sustainable future
- 4.To motivate students to be active citizens who communicate the crucial nature of climate change to the public by community engagement.

The Context:

- 1.Eco-consciousness is one of the Core Values of the College.
- 2.Located on the banks of 1000+ years old Uyyakondan Canal of the Great Cauvery River, the Institution is aware of its locational significance and has vouched to stand for preservation of the green wealth of the region.
- 3.The institution takes constructive efforts in creating a greener world from its founding days.
- 4.Eco-consciousness is strongly imbibed in its ethos and is reflected in all its Academic and non-Academic endeavours.

The Practice:

Green Initiatives in Campus

- 1.**Green Campus Ambience:** The 33.25 acres campus has 75% of green cover, housing 807 species of trees, 38 Herbs, 15 Climbers and 3 species endemic to India. Four books were published in the titles-The Flora and Fauna, The Amphibians Reptiles and Mammals, Birds of Bishop Heber College and The Butterflies of Bishop Heber College as a result of the biodiversity survey done by the students
- 2.**Green Practices:** The campus strictly adheres to the PLASTIC Free Zone. Students can get their cycles battery powered in the Incubation centre. Students are sensitized to the Environmental issues from the day one of their life in the campus.
- 3.**Zero Waste Initiatives:** Centre for Environmental Sustainability Spear-heads waste upscaling and recycling. Vermi-composting, Paper and plastic recycling and kitchen wastes to collect Gobar gas conversion are a few practices to mention.
- 4.**No Drive Day:** From 2008, the College has been observing NO DRIVE DAY per semester to reduce carbon footprint consistently

Green Initiatives within City

- 1.**Nature Saviours:** The College, in collaboration with the “Citizens of Trichy” an NGO to restore Uyyakondan Channel, maintains the Canal near Puthur. Rallies, signature campaigns were organized to sensitize people about the significance of the Uyyakondan Channel in 2019-2020.

Green Initiatives in the Community

- 1.**Environmental Service Learning (ESL):** All undergraduates register for a mandatory Environmental Studies course in the First year (U16EST21). Environmental Service Learning (ESL) is part of the course. In ESL, students participate in Environmental Surveys and Audits. Students take part in community projects and visit schools to spread environmental awareness.
- 2.**Reaching the Masses:** Through various programmes 2365 trees were planted in the past 5 years. 120 Green Awareness programmes were organized in the Community. Students developed passion for conserving nature and involved in independent and voluntary services in wildlife and biodiversity conservation.

EVIDENCE OF SUCCESS:

- 1.Green campus ambience leaves a positive message that developments can be undertaken without disturbing the environment. Rs.15.67 Lakh was spent in 5 years for the maintenance of the Garden.
- 2.45% of students use public transportation. e- Vehicles increased to 15 in 2023. 50 students and 5 faculty commute to college in cycles and 15 by Pooled vehicles.
- 3.The institution received the Tiruchirappalli City Corporations' Award- under the Thooymai Tamilagam Scheme, for its Zero-carbon Initiatives in 2019.
- 4.A quantum of **1302.95 kg CO₂** emission is reduced through the No Drive days.
- 5.The institution has MoU with the NGO "People for Uyyakondan" for Research and Development Projects.
- 6.Peoples' Biodiversity registers were created for 5 villages namely, Mavadikulam, Kodiyaalam, Puliur, Podhavur Kumara Vayalur. Energy Audits were conducted in 7 villages - Mavadikulam, Kodiyaalam, Puliur, Podhavur, Kumaravayalur, Ariyavur and Irungalur. The success of the Service-Learning programme has fetched another Service-Learning Institutional project from the agency UBCHEA worth 10 Lakhs in 2023-24.
- 7.**Students' Contribution to Biodiversity Conservation:** A. **Simon Selvaraj**, student of Botany served in the Dugong rescue project, Fifteen Students voluntarily took up Wildlife census, eight students in Tiger census at Aanaimalai Tiger Reserve, Five in Forest Patrolling, 30 in Butterfly and Bird census in Butterfly Park and Karaivetti Bird Sanctuary. The college has extended support to 35 institutions in Biodiversity assessments, Soil testing, Aquatic Ecosystem and Environmental Impact Assessment and Energy Audits.

Best Practice 2

Title of the Practice: Breaking the barriers for Holistic Education

Objectives of the Practice

- 1.To address Learner's- 360 degree needs, for **Holistic development**.
- 2.To gratify Intellectual needs along with the Spiritual, Physical and Psychological needs.
- 3.To ease the Socio-economic factors that hamper Whole person development, enabling students to bring their best to campus.
- 4.To foster an Eco-system that inspires students to create and innovate.

The Context

- 1.Situated in a Tier –III City, in the Sub-urban area, the institution shoulders the added responsibility of providing a supportive learning environment that addresses the needs of the Learners.
- 2.Assessment of the needs of the students and adopting appropriate measures are not mere support schemes but are essential equity measures.
- 3.Creativity Frees the Mind and widens perspectives. Hence fostering creativity and Innovation is essential part of offering a competent and engaging Learning experience.

The Practice

- 1.**Challenges in Entry to Education:** 65% of stakeholders hail from economically challenged sections, 50% from rural areas and 30% First Generation Learners seek admission. Applicants who

cannot access internet facilities are provided assistance and counselling services operated by student and Faculty volunteers within campus. From taking passport size photographs for the application to the payment of fee and downloading of HSC Mark statements, can be done within the campus Free of Cost. **(Figure. 1 Rural and Urban Students Percentage: Figure 2 First generation Learners)**

2. **Bridging the Skill Gaps:** From Induction to Placement, the Institution provides consistent training to groom the personality through Mentoring and honing skill sets of the students through Bridge Courses, Computer-aided language Learning (CALL), Life Skills training, Project-based Learning and pre-placement trainings and Exchange Programmes and beyond Classroom Learning Experiences.
3. **Financial Health Assessment:** For 65% of students, finance is a major challenge. Steps were taken to assess the financial health of the students through the Student Help-Line (SHL) Scheme by the Deanery of Staff and Student Welfare. Based on the suggestions of the committee, sufficient number of Scholarships, Full & Partial Fee Waiver and Noon–Meals are provided. Under SHL, every class gets 3 to 5 supports each year reaching out to 16414 students to a scholarship amount of Rs. 3.61 Crore. “Heber Helping Hands (HHH)” the Faculty Philanthropy Scheme, has supported 101 students with a sum of Rs. 4.63 Lakhs. **(Figure 3. Percentage of Economically and Socially Challenged Students)**
4. **Honouring Work: Earn-While-you-Learn (EWYL) Scheme** is a great way of teaching students, the value of work, financial prudence and being responsible.
5. **Psychological needs:** Students' psychological needs are evaluated for each batch. Necessary counselling and mental health coaching sessions are organized based on the needs specified by students in addition to Career Counselling and Mentoring.
6. **Addressing Needs of Sports-persons:** Sports Students are provided separate Free Hostel, Full fee waiver and special meals. Special exam schedule, back up practical classes, re-exams and flexible internal assessment modules are conducted for the Sports students, enabling them to take part in practices and tournaments without any academic lapse. They are trained by national trainers and are provided opportunity to interact with Olympians during Annual Sports Meet.
7. **Addressing Needs of NCC & NSS Students:** NCC students who spend early coaching hours and Drill practices are provided food and refreshments in the College Mess in addition to the Government provisions for food. This helps them attend practices regularly, to reach the drills and practice session consistently and practice effectively.
8. **Eco-system for Innovation & Creation:** In 2017, the College conducted HEATS-an in-house Ideation exhibition. Identifying the thirst for creation among students, the Institution provided the ambience and opportunities for Innovators by Bootstrapping. IIC, Department Incubation Centres and 3 Heber Marts provide space for ideators to crystallize ideas to products.

Evidence of Success

1. **Positive Feedback from Applicants and Parents:**
2. Positive feedbacks poured in from parents and influx of First-generation learners, Students from rural areas of Trichy District increased. Student Progression increased from 34% to 62% in the assessment period. Highest salary band of placements raised from 4.2 Lakhs to 5.5 Lakhs. 103 Students chose to pursue higher education abroad. 120 Students progressed to IITs/IIMs and Central Universities. 486 Students cleared competitive examinations. 156 students secured University Ranks.
3. By ensuring that no student is denied education because of financial constraint, the college dropout rate is near zero. Demand Ratio doubled. The demand for hostels tripled and parents preferred

College hostels rather than Private Hostels and PGs.

4. From 2017 -2022, 191 students were provided part-time jobs earning Rs. 22000 on an average in a semester.
5. 2756 Students took up career counselling and 1598 students attended psychological support sessions. Students of the College are resilient and mentally agile showing growth mind-set.
6. In 2022, **A Selva Prabhu** won the Silver Medal in the Common Wealth Games-(U18). A total of 269 Medals and recognitions at the National/State/University level were won by students in NCC, NSS, Sports and Games.
7. For Three Consecutive Years, NCC cadets won awards at the National Level. CUO. Reshma won the Prime Minister's Best Cadet Award in 2019, CUO Jenni Francina won the Defence Minister's Commendation award and A Dharmasastha won the Country's 'Best NSS volunteer' Award. Seventeen students participated in the RD Parade at New Delhi. 25 completed Army attachment camps.
8. Our Student team won the FIRST place in the Smart-India Hackathon in 2022 with a cash award of 1 Lakh. 70 students involved in developing college ERP, 12 Apps were created by students, 47 books / articles were authored/published by Students, 3 entrepreneurs were born within the campus. 27 Patents were filed, 4 Awarded, 1 Copy Right and 1 Trade Mark.

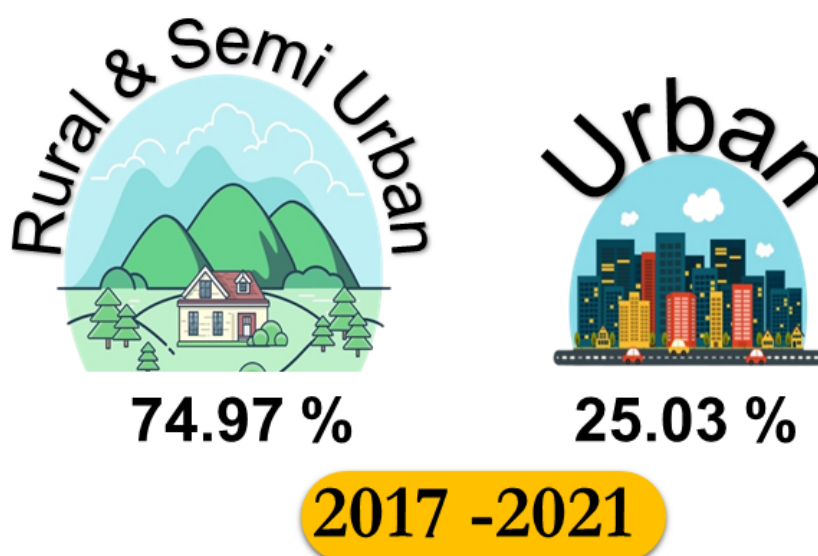
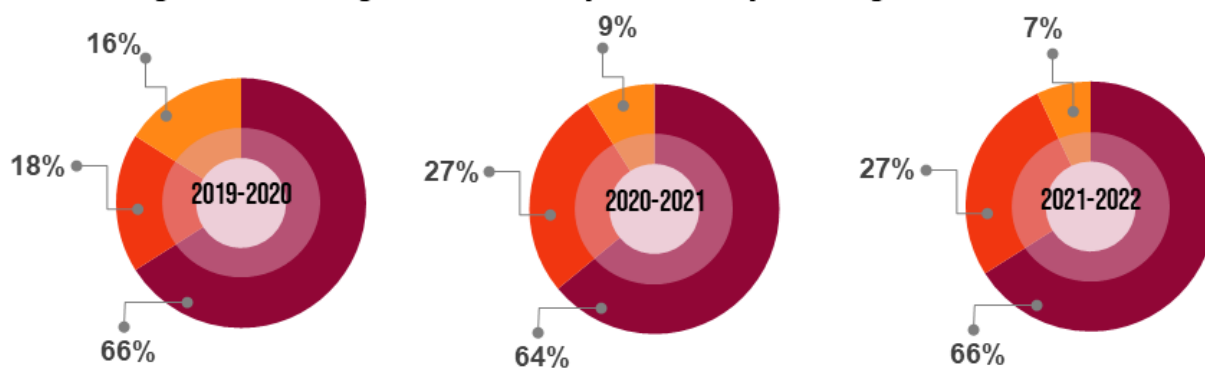


Figure 1 Percentage of Rural and urban Student

Figure 3 Percentage of Economically and Socially Challenged Students



	2019-2020	2020-2021	2021-2022
Economically Weaker Sections	7538	7772	8386
Socially Challenged	2062	3273	3387

Economically Weaker Sections

Socially Challenged

Others

First Generation Learners

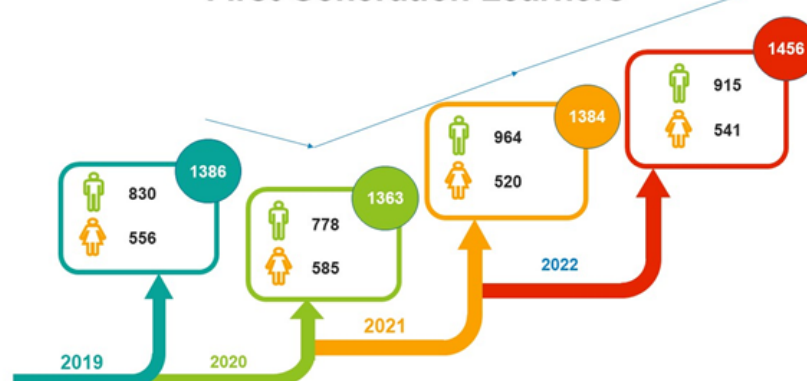
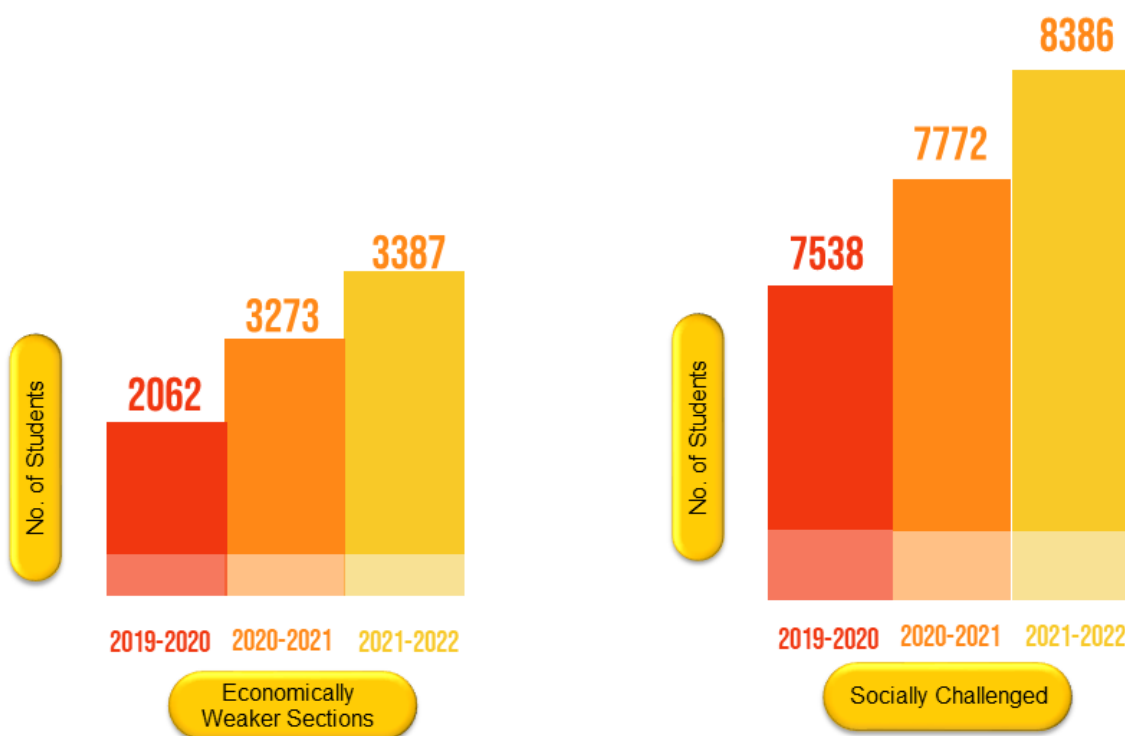


Figure 2 First Generation learners



Problems Encountered

The Institution has grown in size and stature in the past 5 years from 6000+ students in 2015 to 12000+ in 2020. As the number of stakeholders increased, 2 major issues were perceived; 1. Students might feel disconnected and may seek support services outside the campus and 2. Administrative steps and processes might increase manifold delaying processes troubling users. The management took cognizance of the issues at hand and took efforts to be more efficient and adopted best practices that ensured quality campus life that is conducive for learning. Without these supportive measures Holistic education cannot be imparted.

File Description	Document
Best practices in the Institutional web site	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Educate Empower and Give Back to the Society – “Socially Conscious Active Citizens”

Preamble

As an Institution of Higher learning, functioning in Southern Tamilnadu for 57 years, the Institution seeks to render Transformative Education that impacts the Society. Creating **Socially Conscious Active Citizens** is its Mandate.

The Context

For Bishop Heber College, Education is a Mission in response to the Call of “The Almighty God”. The Institution views **Service to Humanity as Service to God**, as giving back to the society is the essence and purpose of its existence. Therefore, service is incorporated into the curricular and co-curricular components of all programmes offered by the Institution. The Institution endeavours to empower students to become Inclusive Leaders of the Future, who can lead by example.

The Focus:

1. To instil the spirit of service among all students nurtured in the Hebers’ Fold.
2. To make students understand, that the Supreme Purpose of Education is to serve humanity.
3. To motivate students to be responsible Citizens, responsive to the needs and demands of the society.
4. To raise Global citizens who respect the values of Liberty, Equality and Fraternity.

Institutional Efforts in Building Socio-Consciousness:

1. **Transferring the zeal to serve**, the Institution creates opportunities for service to all its students. All I and II year Undergraduates undergo a 20 hour mandatory Community Service per semester through Extension Clubs. The credits they earn are mandatory for the award of the Degree.
2. **Service Day** is celebrated every year to honour the students and Extension Clubs who volunteered to render self-less service to the society. Students are encouraged to take up Projects, Practice schools and Field Projects in Socially relevant themes.
3. **Mass Awareness events:** Through the 30 Extension clubs, 57 Public Rallies, 5 Household Surveys, 35 Mass events, 29 Blood donation camps, 10 Free Medical camps were organized from 2017 to 2022, the Institution reached out to 23 Villages in 8 Panchayats, including 5 Panchayats under the Unnat Bharat Abhiyan Scheme of the Govt. of India. Further, Participatory Rural Appraisals (PRA) was carried out by students in 5 villages in Pachaimalai hills of the Eastern Ghats and one in the Kitchipalayam, Nanjampatty and Court Road Colony slums of Salem Municipal Corporation.
4. **Beyond the call of Duty:** Students are taught Disaster management Measures and have the preparedness to organize and volunteer in response to natural calamities and emergencies. Student Leaders reach out first to their peers in the disaster affected zones and coordinate with the local teams in the operations. During Gaja cyclones and Kerala Floods, relief materials worth Rs. 30 Lakhs and 3 Lakhs were distributed to 8 and 3 villages respectively.
5. **Heber COVID Task Force:** 24x7 Call Centre of student Volunteers, offered referral services for Hospital beds, Oxygen availability, Ambulances, Food at doorsteps and Funeral services and spent Rs11.52 Lakhs. Exemplary facilities provided at the Campus Quarantine centre, was appreciated as a **Model Centre** by the District Collector
6. **Empowering Women Entrepreneurs:** 25 Skill development programmes for the women, youth and children of the Adopted villages were conducted by Six departments. Once in every fourth Saturday, Women entrepreneurs, visually challenged and transgender are provided space for exhibiting their products for sale **free of cost** within the campus.
7. **Institutions’ Incubation Centres:** Through the Institutions’ Incubation Centres, 65 women from

Vayalur village were trained in production of Value-added Products, 6 on Api-Culture, 25 on Integrated Farming, 40 on Mushroom Cultivation, 90 on banana fibre extraction and 12 sanitary workers of Trichy City Corporation.

8. **Knowledge Sharing:** All the clubs and the departments shared their core skills and knowledge with the schools in the adopted villages and Neighbourhood. The Institution joined hands with Redington Foundation (NGO) in the Digital Literacy drive- a CSR activity of Redington International and HP Inc., for digital empowerment in the state- of the art World on Wheels Bus (**WOW**). The World-on-Wheels bus digitally empowered 1288 beneficiaries in 28 Schools, 8 Villages and 3 other Institutions on services like AADHAR, e-payments, Kisan Vikas and Government Schemes.

The Impact:

1. **Social Entrepreneurs:** Service Experiences of our students shaped their character and **22** of them found their call to serve the nation as a Vocation and hence founded or/and Directed NGOs.
2. Our Alumnus, **Padma Sri S Damodaran** (1983-86), who championed the cause of Open Defecation Free India and constructed 6 Lakh toilets received the Padma Shri Award in 2022. Our Alumnus **Mr. K Senthil Kumar** who trained Tribal Communities in *Lantanna* Furniture Making received the Prime Minister's Award in 2019.
3. The Institution has close nexus with **56 NGOs** for focused affirmative action in the society. Contributions of the college community to the NGOs have been significant receiving appreciations from them.
4. The Institution received appreciations from the Panchayat Presidents of 8 panchayats, Corporation Commissioner for the Swachh Bharat events, appreciations from the Bharathidasan University for Best NSS Units and many such accolades for the services rendered.
5. The Eight Adopted Villages appreciate and own the Institutions' presence in their planning & development.
6. As the first few Nodal Centres for CHILDLINE in the country, trained several batches of governmental bodies and NGOs in Child protection. Advocacies were made for the right means of Intervention. In the assessment Period 103 child marriages were prevented and reported by our efforts.

The visible impact of these services have created in the locality, inspires in every student an awakening to respond to the societal needs, transforming them to be Active citizens, who will be Leaders of a New India, which is self-reliant, growing and socially harmonious.

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Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Service-Learning is a pedagogy integrating academically relevant service activities that addresses the community needs through service learning courses. Its focus is to instill social responsibility in the takers. Initiatives have been taken to introduce the Service Learning courses in the curriculum of all UG programs to align with the mission and vision statements of the institution. As it involves both teaching and learning, a trained team of faculty has been selected as coordinators to run the S-L Program. The venture initiated by the United Board project leaders along with Deanery of Academics led to fruitful outcomes of commencing 21 service learning courses in the next academic year.

For conducting theoretical and applied interdisciplinary research, Research centers and Incubation Centers facilitate the staff and students to present and publish their research findings in reputed journals (Web of Sciences, Scopus indexed, High Impact Factor, and UGC-CARE listed ones) as well as at national and international conferences. Innovation and creativity are the focal points that propel the interest of the students not only grow academically but also to develop the products. Science departments have initiated the projects on bio-products.

The Institution promotes gender equality and equitable measures, recycles organic trash, plastics, paper, and e-waste, and has been recognized for its "Zero Waste Practices." The institution fosters inclusivity, eco-consciousness and social ideals.

By participating in exchange programs, research ventures and offering courses in media, journalism, data analysis, filmmaking, documentary productions through Add-on-Programmes (Diploma & PG Diploma), Value Added and Certificate Courses, faculty and students stay connected with the most recent trends in the various fields of knowledge.

Student Council is a larger body patronized by the Deanery of Academics where they venture in organizing – Peer Teaching, Model United Nations, Youth Parliament, Leadership Programmes and other innovative activities in the campus which, makes the day to day operation in the campus so smooth and vibrant.

Concluding Remarks :

Bishop Heber College has broadened its boundaries and reached several milestones in the 57 years since its inception. It is a great option under the Choice Based Credit System to offer Outcome-Based Education through which Research, Innovation, and Extension activities, as well as sustainability, and community services are promoted and it prepares the students to face the future challenges. The college has introduced a number of brand-new courses and cutting-edge facilities, creative teaching methods, and transparent evaluation system.. The institution's vision and objectives are supported by its governance, leadership, and management and to spell out specifically the systems in operation are HEPTA, ERP, LMS, E-Governance and Mentoring.

With the aim of meeting the rising demands in all sectors of the current employment market, the students are receiving skill-based education relevant to industry. Research Incubation Centers facilitate in theoretical and

applied interdisciplinary research for both staff and students to publish their research findings in reputable journals with High Impact Factor. Bishop Heber College has created numerous academic partnerships and extensive academic collaborations through MoUs with prestigious universities in UK, USA, France, and many other National and State Institutions. These partnerships and collaborations with industry and academia . Virtual Labs are a pedagogy and practiced in Zoology and Physics departments.

The college has incorporated the National Academic Depository, the National Academic Banking Credit System, and nodal institutions like the IGNOU Study Center in its campus. Faculty members combine interactive classroom pedagogical methods using LMS platforms with ICT resources to promote blended teaching and learning, including audios, videos, PPTs, and various interactive Apps.

A high proportion of our students get placements in illustrious companies . For its outstanding community involvement through NSS, NCC, and numerous Extension Clubs, the College has consistently received the Vice Chancellor's Award. The Department of Sports has garnered a number of intercollegiate, university, state, national, and international trophies, accolades, awards, and recognitions. The Prime Minister's Award has been won by a NCC cadet. In the relay at the World Under 22 World Athletic Championship held in Colombia, Mr. A Suraj, I BA English, and Mr. T. Selva Prabhu, II BA English, represented India.