YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Bishop Heber College (Autonomous)
• Name of the Head of the institution	Dr. D. PAUL DHAYABARAN
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04312770136
• Alternate phone No.	04312770293
• Mobile No. (Principal)	9442248806
• Registered e-mail ID (Principal)	bhcprincipal@gmail.com
• Address	Puthur, Allithurai Road
• City/Town	Tiruchirappalli
• State/UT	Tamil Nadu
• Pin Code	620017
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	07/10/2004
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the IQAC Co-ordinator/Director	**Dr. J. PRINCY MERLIN**
• Phone No.	**04312770136**
• Mobile No:	**9443527625**
• IQAC e-mail ID	**iqac@bhc.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://bhc.edu.in/iqac/AQAR_2020_2021.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://bhc.edu.in/newsite/BHC/calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**Five Star**	**75**	**2001**	**21/05/2001**	**20/05/2006**
Cycle 2	**A+**	**90.50**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 3	**A**	**3.58**	**2015**	**03/03/2015**	**02/03/2020**

6.Date of Establishment of IQAC	**20/09/2004**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Institution	FIST	Department of Science and Technology	31/03/2016	10000000
Institution	Deliver Distinction with Excellence	United Board for Christian Higher Education (UBCHEA), Hong Kong	08/08/2019	620447

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI

View File

9.No. of IQAC meetings held during the year — 5

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?

Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report

No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?

No

- If yes, mention the amount

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

as part of quality initiatives, Conducting Annual Academic and Administrative Audit (AAA) as per the NAAC regulations by the External Peer members from the academic and administrative institutions from premier institutions and After receiving the feedback from the stakeholders, IQAC is Instrumental in designing

more employability oriented programmes and courses by the different Board of Studies (BOS).

Getting feedback from all the stakeholders in implementing quality standards in all aspects inside the campus and maintaining Instrumental in benchmarking and Promoting more number of students' advisory sessions and workshops for enhancing their attitudes and skills as being the best resource of the country.

To inculcate good values among the students, IQAC initiates tobacco free, Ragging free, plastic free campus, eco-friendly campus by incorporating it in the Curriculum itself. The College has more than 30 clubs including Youth Against Drugs, Nature Club, Suicide Prevention, Human Rights, Consumer Club, Anti-corruption, Gender Sensitization, etc.

Promoting the use of Technology among teachers and students in teaching learning and evaluation process though LMS Platforms and in preparing e-content materials by faculty. members

Forging tie-ups with International Institutions to cater to the global competency of the teachers and students.

facilitating student representation in Republic Day Parades and the Institution acts as a nodal agencies in implementing central and state government schemes like Unnad Bharath Ahiyan, Swachch Bharath Scheme, Naan Mudhalvan Scheme, Pudhumai Penn Scheme, National Science Week Celebration in collaboration with central government agency, etc.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Include new innovative assessment methods.	Enhanced Student Engagement: The implementation of new innovative assessment methods has resulted in increased student engagement as they encounter diverse and interactive ways of learning and demonstrating their knowledge.
Training teachers in developing new assessment methods that can retain student engaged learning and give them challenging tasks with Critical and creative thinking skills.	Teacher Empowerment and Skill Development: Through training sessions, teachers have acquired the expertise to develop creative assessment methods that challenge students to think critically and creatively. This has empowered teachers to explore innovative teaching approaches.
The Innovative Assessment Component is to be included in the Formative Assessment. Teachers have the autonomy to decide on the mode of assessment and also individual learning levels can be assessed.	Individualized Learning Assessment: By incorporating the Innovative Assessment Component into Formative Assessment, teachers can now assess individual learning levels, allowing for personalized feedback and targeted support to students based on their specific needs.
From 2024 onwards the college aims to give students the option to choose the mode of learning in any one of the core courses – either a research based or a Service learning based mode.	Flexible Learning Options: The College's introduction of research-based and service-learning-based modes of learning in core courses has provided students with the freedom to choose the learning approach that aligns best with their interests and career goals.
Setting Question papers as per the bloom's taxonomic level and methods to be adopted for the assessment of course objective attainment is to be carried out.	Improved Course Alignment: Setting question papers based on Bloom's Taxonomy and involving course teachers and coordinators in determining the course

Course teachers and course coordinators are to beteamed up to discuss and decide the course transaction level.	transaction level has led to better alignment between assessment methods and course objectives, ensuring a comprehensive evaluation of student learning outcomes.
Mentors find meeting students face to face during the pandemic. It is planned to develop a portal for the Mentors to follow up academic and co-curricular activities.	Effective Mentor-Student Interaction: Despite the pandemic, the development of a dedicated portal for mentors to follow up on academic and co-curricular activities has facilitated consistent and meaningful interactions, supporting students' overall growth and development.
Developing an online open access repository of Video lectures which can benefit learners across the world. Efforts are to be taken to record video lectures of teacher.	Global Educational Impact: The creation of an online open access repository of video lectures has enabled learners worldwide to access high-quality educational content, promoting knowledge sharing and contributing to the college's global presence and reputation.
Preparataion of Question Bank with K Levels for all the courses in the Programmes offered by the Departments.	Enhanced Assessment Preparedness: The preparation of a comprehensive Question Bank with K Levels for all courses offered by the Departments has provided students with valuable resources to better prepare for assessments, promoting a deeper understanding of the course material.

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Board	30/12/2020

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2020-2021	31/03/2022

15.Multidisciplinary / interdisciplinary

The college provides a diverse range of courses in both undergraduate and postgraduate programs, embracing both multi-disciplinary and interdisciplinary approaches. Students have the opportunity to explore Non-Major Elective Courses (NMEC) and Skill-Based Elective Courses (SBEC), allowing them to enroll in courses offered by other departments within the college. These SBEC courses are designed to foster inter-disciplinary learning. Additionally, the college offers specialized interdisciplinary programs such as Master of Social Work, Bachelor of Science in Environmental Sciences, Master of Environmental Sciences, M.Sc. Data Science, and M.Sc. Actuarial Sciences. These programs span multiple disciplines, including Psychology, Sociology, Statistics, Biology, Chemistry, Zoology, Ecology, and Botany. Encouraging interdisciplinary projects is also a significant aspect of the college's approach to education.

16.Academic bank of credits (ABC):

During the Academic Year 2004-2005, the College implemented the Choice Based Credit System (CBCS). To encourage students' continuous learning and skill development, the college motivates them to take up Online Courses available from platforms such as SWAYAM, NPTEL, and MOOC. Upon successful completion of these Online Courses, students earn extra credits. Moreover, the college rewards students who undertake Summer/Winter Projects and internships during their study period by granting them additional credits. To facilitate seamless credit transfer as per the National Education Policy of 2020, the College registered with the National Academic Repository (NAD) and is now part of the Academic Bank of Credits.

17.Skill development:

The college prioritizes skill-based learning and offers a wide array of courses across all departments aimed at enhancing subject-based knowledge and employability skills among students. To ensure that students are well-equipped for the demands of the job market, the college regularly updates its curriculum. The Deanery of Training and Placement plays a crucial role in fostering appropriate skill acquisition by organizing various programs focused on employability, including workshops on Communication Skills, Resume Building, and Interpersonal Skills.

Additionally, a dedicated course on Life Skills has been integrated into the curriculum for Undergraduate Students during their final year of study. This course covers essential areas such as Communication and Numeracy Skills, imparting crucial abilities that will be valuable both in their professional careers and personal lives. The college is committed to empowering students with a comprehensive skill set that will serve them well in their future endeavors.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Undergraduates are required to study either Tamil or Hindi or Sanskrit as their Part I language for a minimum of two to four semesters. To integrate cultural and Indian knowledge systems into their respective disciplines, various departments like Tamil, English, Economics, Hindi, History, and Social Work offer specialized courses.

Both undergraduate and postgraduate students are also enrolled in a comprehensive course on Value and Life Oriented (VLO) Education. This course emphasizes the importance of upholding social and cultural values within Indian society.

To enrich their understanding of Indian literature, students have access to a wide selection of books in English and Translation, providing valuable resources to enhance their literary exploration. The college is dedicated to nurturing a holistic educational experience that celebrates Indian culture and heritage across various academic disciplines. The College's Fine Arts Association instills knowledge and skills on Folklore, Folkdance and other forms of traditional form of Dance, Song and Drama.

19. Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The vision and mission of each program are aligned with the Program Outcomes (POs) established since 2019. These POs, along with Program

Specific Outcomes (PSOs), Course Outcomes (COs), and Specific Learning Outcomes (SLOs), have been meticulously formulated and approved by the College's Academic Council, following thoughtful deliberations by the Boards of Studies.

To ensure alignment with the institution's vision, a 3-point scale is used to map the outcomes, and the alignment of POs to COs is also considered. Course Coordinators play a crucial role in this process by determining the K levels of the SLOs and COs and preparing question paper blueprints before the start of each course.

For effective assessment, the percentage of Higher Order Thinking Skills (HOTS) and Lower Order Thinking Skills (LOTS) questions proposed by course coordinators is presented to and endorsed by the concerned Boards of Studies and the Academic Body, which comprises experts from both within and outside the college, along with the Chief Examination Officer (COE).

The college displays the outcome-based syllabi on its website and ensures that students receive a copy from their respective course teachers. To assess students' attainment, the revised Bloom's Taxonomy is followed, guiding the setting of questions and devising appropriate assessment methods.

Teachers have the autonomy to design assignments, seminars, and other innovative components for Continuous Internal Assessment (CIA). For contemporary and skill-based courses, creative means of assessment are employed to foster a more engaging and effective learning experience for students. The college is committed to maintaining high standards of education, encouraging critical thinking and skill development among its students through a well-structured and outcome-driven approach.

20.Distance education/online education:

The college acknowledges the significance of distance education and online learning in fostering life-long learning opportunities. As a result, it is actively exploring the possibility of offering courses and programs through these modes of education. To enhance students' academic experience, a policy decision was made for each department to offer at least one Value-Added course per semester, regardless of the students' study streams. During the academic year 2020-2021, both Continuous Internal Assessment (CIA) and End-of-Semester Examinations were conducted exclusively online. To facilitate this process, the college introduced the Heber Online Xam Portal, which allowed for automated question paper distribution and submission of

answer scripts. Developed by Data Science students and faculty experts in April 2020, the HeberOX software ensured secure online exams with OTP verification, revealing the identity of the teacher and examination details just five minutes before the commencement of exams. This ensured a foolproof system for question paper distribution by the Chief Examination Officer (COE). The college recognizes the indispensable role of ICT-enabled tools in the teaching-learning process. Faculty members are well-equipped with the necessary skills through workshops and Faculty Development Programs (FDP) on EContent development and ICT tools, conducted by the Deanery of Academics and IQAC. Both teachers and students actively pursue courses through MOOC and online platforms like SWAYAM and NPTEL, with most students having completed at least one online certificate course. Professors also contribute to the digital learning ecosystem by creating their own E-Content based on the prescribed syllabus and sharing their expertise through personal blogs. Online classes are conducted using platforms like G-meet or Zoom, allowing for effective interaction between teachers and learners. Teachers leverage a variety of online tools like Mentimeter, Socrative, Near-pod, Kahoot, Quizlet, WebQuest, and ChemDraw to facilitate engaging and interactive learning experiences. The college ensures that all classrooms have appropriate infrastructure to support ICT-enabled tools and blended learning. Online examinations are conducted seamlessly through HeberOx, and the college management efficiently maintains attendance, mark registers, and online admissions through software generated by the IT Department.Additionally, the college has been an Approved Study Centre for Indira Gandhi National Open University (IGNOU) since 1985, further expanding the opportunities for distance education. Incorporating these modern approaches and embracing technological advancements, the college is committed to providing its students with a dynamic and enriched learning environment, both in-person and online.

Extended Profile

1.Programme

1.1   51

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **12797**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **4256**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3   **12646**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1   **1557**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2   **552**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**51**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 Total number of students during the year:	**12797**

File Description	Documents
Institutional data in Prescribed format	View File

2.2 Number of outgoing / final year students during the year:	**4256**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**12646**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 Number of courses in all programmes during the year:	**1557**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**552**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.3 Number of sanctioned posts for the year:	**552**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**4421**
4.2 Total number of Classrooms and Seminar halls	**156**
4.3 Total number of computers on campus for academic purposes	**1810**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**2193.11**

Part B

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 are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Bishop Heber College an Autonomous Institution under the Bharathidasan University, aims to impart Quality higher education that focuses on the following

1. Whole – Person Education

2. Industry- Alumni participation in Curricular Planning

5. Value Education, Gender Studies, Environmental Studies and Life Skills for developing 21st Century Skills

6. Computer Assisted Language Learning

7. Service based Learning through Extension Activities

Academic Council which is constituted by Experts from the Academia, Representatives from the Industry, Alumni, and Students.In line with the OBE system.The Board of Studies is constituted by the Head as the Chairman, members of staff, subject experts from other colleges and universities, University Representative, Distinguished Alumni, students and an expert member from the industry.The institution has Industry and Academic partnership with 65 organizations for curricular transactions in terms of Design and development of curriculum.English Language Competency is developed through Computer Aided Language Laboratory (CALL) where each undergraduate student undergoes 30 hours of training per semester through exercises that hone LSRW skills for the past 15 years.Every Student is given the opportunity to take part in the Community service in the Part V of the Curriculum.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://bhc.edu.in/a2023/College%20prospectus_2023_2024_overall_compressed.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

39

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

1514

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

208

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

51

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The common UG courses are Value and Life Oriented Education (VLO),

Environmental Studies, Life Skills and Gender Studies.

The Common PG Courses 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 iinspire students' 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 helps learners develop creative, communicative and critical thinking skills necessary for employability.

• Gender Studies offered in the Third Year UG programme promotes attitudinal 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.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

92

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

10604

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

9992

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni   A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-I/1.4/AQAR_1.42-Feedback_REPORT-Link.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following   **A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-I/1.4/AQAR_1.4.1-Sample_Feedback-Link.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

4767

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

4525

File Description	Documents
Any additional information	**View File**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution prioritizes inclusive education and offers diverse learning opportunities to its students. Special programs are designed to accommodate the unique needs of various student groups. To evaluate the aptitude of students, the Bridge Course assesses their subject and language proficiency, providing essential support to comprehend their chosen programs. Continuous formative assessments ensure a comprehensive learning experience for all. Academic performance and classroom activities contribute to student assessment. Inclusive measures are taken to benefit differently-abled students, providing them with assistive technologies for their educational journey. To enhance learning levels, the institution offers special programs for advanced learners. These include coaching for competitive examinations, extra credit courses through self-paced learning, exchange programs, and internships. The institution also fosters innovation through events like the Heber-Hackathon, encouraging students to showcase their innovative ideas. Some students have even started their own successful startups. For slow learners, individualized instruction is provided. Academic enhancement classes, peer teaching, mentor-mentee meetings, and skill development programs are employed to help them excel. Overall, the institution demonstrates a commitment to promoting equitable education and supporting students with diverse learning needs. Through these initiatives, it creates an environment where every student has the opportunity to thrive and reach their full potential.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.2.1/2.2.1_CSIR-NET,%20JAM%20Coaching_Final.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/08/2021	12797	552

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The institution emphasizes a "Learning by Doing" approach, integrating it into their teaching and learning process. Continuous Internal Assessment (CIA) includes seminars, quizzes, debates, group discussions, and open book tests. The Innovative Component evaluates students' higher-order thinking abilities through their innovative ideas connected to their courses. Student-centric techniques fostering sustained learning include Participative Learning employs various methods such as group seminars, E-content creation by students, hands-on practice, computer-assisted learning, debates, and more. Experiential Learning allows students to gain practical experience through field trips, industrial visits, projects, and hands-on practice in different fields. Problem Solving Methodology incorporates activities like social surveys, brainstorming sessions, hackathons, and panel discussions, enhancing analytical, decision-making and synthesis skills. Project-Based Learning is implemented for final-year undergraduate and postgraduate students, encouraging them to apply principles to real-world problems, develop research competency, and foster teamwork. The institution supports advanced learners through specialized coaching for competitive exams and extra credit courses, while individualized instruction, mentor-mentee meetings, and skill-development programs aid slow learners. By incorporating these effective teaching and learning methodologies, the institution creates an environment that nurtures critical thinking, practical knowledge, and problem-solving skills, preparing students to meet the demands of the job market and excel in their chosen fields.

File Description	Documents
Upload any additional information	[View File]
Link for additional Information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.3.1/2.3.1_Experiential-Learning_2021-2022.pdf

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

The institution ensures easy access to information with 24/7 free Wi-Fi on campus. It boasts 144 ICT-enabled classrooms, each equipped with a desktop and LCD projector. Virtual lab facilities and hybrid courses enrich the learning experience. Faculty members have created 563 e-contents and a Knowledge Repository Portal. Learners benefit from various software applications in fields like programming, bioinformatics, chemistry, mathematics and visual communication. The Centre for Language Empowerment and Development (LEAD) actively trains over 4000 students annually using language software applications. The campus features a Lecture Capturing System, 12 seminar halls with video-conferencing, and 5 Smartboards with navigational software. The institution is a Local Chapter of SWAYAM-NPTEL, offering access to MOOCs. Faculty members employ interactive tools, Google Classroom, and various online platforms for teaching, especially during the pandemic. Moodle LMS enhances the teaching-learning process. Specialized computer laboratory courses are available to upskill students in different disciplines. Differently-abled students benefit from various assistive technologies like Braille Library, Screen Readers, and Voice Recording facilities. Internet access and printing equipment are provided for all students, and hands-on practice is available for computer science and related fields. The institution's extensive use of technology and innovative approaches enriches learning environment, facilitating a comprehensive educational experience.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.3.2/2.3.2_ICT%20Screenshots%20of%20web%20tools%20used_2021-2022.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

552

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Institution meticulously plans its academic year, including all Curricular, Co-Curricular, and Extra-Curricular events. The Calendar Committee, led by the Principal and comprising various faculty members, evaluates and finalizes the dates for examinations, holidays, and major events. The approved plan is printed in the College Calendar, providing a foundation for stakeholders to organize their tasks. Department Heads discuss the detailed plan in staff meetings, assigning roles and responsibilities to staff in-charges. Teaching plans are aligned with the College Calendar, with Course Coordinators identified and specific dates set for preparation, discussions, and assessments. The academic plan is disseminated to students through official Class Groups, ensuring all activities are synchronized with the schedule. The institution diligently adheres to the College Calendar, making minimal changes under unavoidable circumstances, communicated through circulars and WhatsApp groups. Historical data indicates the institution's commitment to the planned schedule, maintaining a fool-proof and impeccable adherence to the Academic Calendar and Teaching Plan by all stakeholders.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

552

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

333

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

4727.47

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

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

22.5

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

336

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

The Examination process became computerized with hassle-free Online Registration and Fee payment modes. The ERP system facilitates the consolidation of Internal Marks and ensures accurate attendance records. Results are processed and published online and Examination related information is accessible through the Online Examination Portal. To maintain confidentiality, question paper setting and evaluation are done through password-protected CDs. Faculty members are trained to use IBOSS Software for examination management. Visually impaired students benefit from Voice Recording Facility instead of scribes. The EMS-Heber Online Exam Portal, HeberOX, was introduced during the COVID-19 pandemic, enabling smooth question paper dissemination and answer script collection with OTP verification. Examination reforms include retakes for missed exams due to various reasons, the use of objective type questions in some courses, consideration of library hours for CIA marks, and an innovative component in CIA

for assessing creativity. The Institution is part of the National Academic Depository, facilitating credit transfer through the Academic Bank of Credits. Plagiarism checks are mandatory for PG projects using URKUND. Key aspects of the examination process include question paper setting by external experts, centralized evaluation with internal and external evaluators and a revaluation option for students within 15 days of result publication.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	[https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.5.3/2.5.3.Examination-Automation-System.pdf](#)

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The institution prioritizes OBE and ensures transparency in its education system. Programme Outcomes and Course Outcomes are shared with students and faculty to align everyone with the programme. This commitment to quality education is evident through displaying the outcomes on the website and promoting stakeholder feedback for continuous improvement. Faculty members receive orientation on the Learning Outcome-based Curriculum Framework (LOCF) through workshops and training offered by the Deanery of IQAC and Academics. The curriculum design considers students' needs and graduate attributes. Course coordinators, in consultation with faculty members, design the course curriculum, which is reviewed annually in the BoS meetings and ratified by the Academic Council. Communication of POs, PSOs and COs is facilitated through the institution's website, making syllabi accessible to stakeholders. Student Induction Programmes and faculty development activities educate students and faculty about OBE principles and practices, including assessment and evaluation methods based on Revised Bloom's Taxonomy. Student Council members also play a role in educating their peers about the OBE model, and students receive OBE syllabus copies through the LMS platform. The institution's commitment to OBE principles ensures that all stakeholders are aligned with its Vision, Mission and Core Values, promoting a holistic and outcome-driven educational experience.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://bhc.edu.in/Deanery/academics.php

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Institution prioritizes the evaluation of Programme Outcomes (POs) and Course Outcomes (COs) to meet student and stakeholder needs. A comprehensive evaluation system employs both direct and indirect assessment methods. Direct methods include evaluating student performance through internal assessments, exams, quizzes, seminars, presentations, assignments, and more. Indirect methods involve surveys at course entry and exit, along with final-year student surveys. Alumni and employer feedback on curriculum relevance is also sought. A threshold percentage is set for course attainment. Question papers follow the Outcome-Based Education (OBE) template with COs aligned to Revised Bloom's Taxonomy (RBT) levels. Course Coordinators assess Couse Outcome (CO) attainment levels and prepare action plans to improve performance. The Articulation Matrix analyzes students' overall scores, considering Gap Analysis and Outcome reports. Curriculum updates are based on faculty recommendations and Indirect Assessment Methods. Continuous assessment has allowed the Institution to refine the curriculum, introducing innovative programs/courses based on stakeholder needs. This ensures the institution's offerings align with learning outcomes and workforce requirements, preparing students for successful careers and fostering a lifelong love for learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.6.2/2.6.2%20_Evaluation%20of%20Attainment_5.4.2023.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by

Institution

4256

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File]()
Upload any additional information	[View File]()
Paste link for the annual report	[https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.6.3/2.6.3_Annual%20Report-2021-2022.pdf]()

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

[https://bhc.edu.in/files/sss_report_2021_2022.php]()

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

Bishop Heber College emphasizes academic excellence through research, facilitated by the exclusive Deanery for Research and Development. Research Policies encompass promotion, ethics, plagiarism check, and consultancy. Research Committees, such as Research Advisory, Plagiarism Standing, and Research Ethics Committees, oversee scholars' activities. The college has 17 recognized Research Departments with 238 Ph.D. scholars under 127 supervisors. Research facilities include a DST-FIST funded Centralized Heber Analytical Instrumentation Facility, well-stocked library, and dedicated computer labs. Faculty and scholars are recognized annually for their research contributions. Institutional incentives and awards support research activities, resulting in substantial output. External agencies grant significant research funds, and consultancy generates revenue. The college boasts 350 publications in indexed journals, 182 articles in Scopus, and 129 in Web of Sciences, among others. It has produced 185 Ph.D. scholars, and students have authored books,

contributed to papers, and developed products and apps. The Institutional Scopus h-index is 14, demonstrating the institution's commitment to impactful research. The Research forum 'Synergy' comprising the research scholars of all Departments addresses the issues/concerns experienced by researchers. The institution's impressive publication record, Ph.D. scholars, and students' contributions demonstrate its impact in the academic world.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://bhc.edu.in/rd/PolicyResearchBHC.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

24.18

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

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

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

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

7

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

7

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/Deanery/randd.php
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

127

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

4

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-III/3.2.4/3.2.4.%20Link%20for%20Funding%20Agencies.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Bishop Heber College fosters innovation and entrepreneurship through various initiatives. The Institution Innovation Council and Incubation Centre support students in their creative endeavors. A total of141 programs focused on Intellectual Property Rights (IPR), entrepreneurship, and skill development. Practice school, fieldwork, and project work are integral to undergraduate and postgraduate programmes, providing hands-on training and managerial skills to students for future enterprises. The college has signed 105 Memorandum of Understanding (MoUs) with external agencies, facilitating internships and collaborative activities for students to apply classroom knowledge in practical settings. Annual events like 'Heber Hackathon' and Heber Exhibition on Arts, Technology and Science ('HEATS') recognize budding innovators and award the best projects. Faculty development programs inspire creativity among teachers and enable them to support students' innovations. The College's Incubation Centres and Entrepreneurship Development Cell contribute to various ventures. They produce

healthcare products, environmentally sustainable solutions, and provide training in beekeeping, farming, and more. Students' contributions include start-ups, published works, apps and products. Overall, Bishop Heber College creates an environment that nurtures creativity, empowers students, and promotes entrepreneurial spirit, making a significant impact on the campus and the community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/Deanery/randd.php

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

141

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

80

File Description	Documents
URL to the research page on HEI website	https://bhc.edu.in/Deanery/randd.php
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.67

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

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

276

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-III/3.4.4/Books%20and%20Articles%20in%20Proceedings.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

573

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

14

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

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

21.871

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

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

5.73

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

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institution prioritizes extension activities as an integral part of its curriculum, aiming to develop socially conscious and responsible students. It envisions these activities as opportunities for students to engage in meaningful experiences beyond the classroom, fostering a sense of service, reflection, and learning. The college established 30 clubs under Deanery of Extension where students actively participate in community service initiatives, forging strong connections with neighboring communities, including 8 Panchayats and 23 adopted villages. The college's NCC and NSS units play a pivotal role in nurturing leadership skills, patriotism and selfless service among students.

These units have received numerous accolades, showcasing students' commitment to nation-building. During natural calamities, the Department of Social Work takes the lead in providing professional expertise and support to affected communities. Student volunteers and faculty actively contribute to relief efforts by providing essential amenities and aid. The college actively participates in the Unnat Bharat Abhiyan, a flagship program of the Ministry of Education, GoI. The college serves as a Nodal Agency for the Childline India Project, sponsored by the Ministry of Social Justice and Empowerment, GoI. This initiative addresses the needs of distressed children in Tiruchirappalli District, preventing child marriages and offering support to vulnerable children.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[https://bhc.edu.in/Deanery/ea.php]()

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 the year

12

File Description	Documents
Number of awards for extension activities in during the year	[View File]()
e-copy of the award letters	[View File]()
Any additional information	[View File]()

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

197

File Description	Documents
Reports of the events organized	[View File]()
Any additional information	[View File]()

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

7699

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

1468

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

29

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution upgrades its infrastructure for efficient knowledge transmission. The environmentally-friendly campus prioritizes student and staff wellbeing, spanning 33.25 acres with 11 modern buildings for classrooms, laboratories, library and

offices.

Classrooms/Seminar Halls

- All 144 Classrooms are ICT enabled (LCD/LAN/Wi-Fi/Laptop)
- All 12 Seminar Halls equipped with ICT facilities

Laboratories

- 20 Science Department Laboratories with advanced equipment
- DST-FIST Sponsored State-of-the-Art Heber Analytical Instrumentation Facility
- UGC/DST-FIST/DST-SERB/DST-WoS/DBT-STAR/ICMR/MOFPI supported equipment in Laboratories
- State-of-the-Art e-Studio for student training and e-content creation
- 14 Research Laboratories and 2 dedicated Computer Laboratories
- 17 Computer Laboratories and 3 Language Laboratories for students skill development

Library

- The Library housed in a three-story facility with 3 Floors of Stack Rooms, 2 Reference sections/Digital Library/Research Carrels/Reading Halls containing daily/weekly publications
- 1,14,447 Books/13,177 Reference Books/319 periodicals/1636 CD & videos

IT Infrastructure

- 200 Mbps Bandwidth with 158 Wi-Fi Access points, 236 CCTV Surveillance Cameras
- Free Wi-Fi Access/KIOSK Facility/Central LED Digital Board

Other Facilities

- Deanery of Training and Placement offers skill enhancement and employability opportunities
- 30 Extension Clubs promoting values and nationalism
- 5 Boys' Hostels/7 Girls' Hostels/1 International Guest House with dining facilities
- 3 Cafeterias
- Two 500 KVA generators (1 UGC-Funded), 8 more generators and UPS

- **Ramps/Lifts in all blocks**
- **Assistive technologies for the visually challenged.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.1.1/4.1.1-Additional-AQAR.pdf

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

Sports and Cultural activities are the focal areas of the Institution for students' overall development.

- **The Department of Physical Education offers state-of-the-art facilities for indoor/outdoor games and gym.**
- **Play field covers 25464.38 square meters.**

Indoor Sports Facilities

- **UGC funded Rev. C.H. Firbank A/C Multipurpose Indoor Stadium (30mx20m) for Badminton, Kabaddi, Handball, Table Tennis and Yoga.**
- **Semi-Indoor Stadium (25mx12m) for Table Tennis, Carom and Chess.**

Outdoor Sports Facilities

- **Athletic Track with a Hockey Field (100mx82.30m)**
- **Tennis Court (23.77m×10.97m) – 2 Numbers**
- **Cricket Net (96 Ft×15 Ft) – 4 Nets**
- **Volleyball Court (9 m×18 m) –- 2 Numbers (Floodlit Court-1)**
- **Basketball Court (Floodlit) (28 m×15 m) – 1 Number**
- **Badminton Court (13.40m×6.10 m) – 4 Numbers**
- **Ball Badminton Court (24 m×12 m) – 1 Number**
- **Football Field/Cricket Ground (131.50 m×103.00 m)**
- **Dedicated Archery Field for training the students/public**

Fitness Centre

- **Well-Equipped Air-Conditioned Fitness Centre (18.28mX13.71m)**

Facilities for Cultural Activities

- **8 Well-furnished Halls: Multipurpose Auditorium, Auditorium (MP building), Auditorium (GJ building), Gallery Hall, Seminar Hall (Admin block), Seminar Hall (CS block), Auditorium (library block), Conference hall and Open-Air Stage with necessary equipment**
- **Centre for Music and Performing Arts offers venue for performing arts**
- **Institution has an elite music band with trained students**

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/sports/index.php

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

156

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

398.39

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	[View File](#)

4.2 - Library as a Learning Resource

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

The Integrated Library Management Software automates the Institution Library with the specification.

Name of the ILMS software : NIRMALS ProTM 2.2.0

(Networked Information Resource Management for Academic Library System)

Nature of Automation : Fully Automated

Version : NIRMALS ProTM 2.2.0

Year of Automation : 2004

Updated: 2014

The functional modules supported by NIRMALS ProTM 2.2.0 are

- Acquisition Control System
- Bibliographical Control Systems
- Circulation Control System
- Serial Control System
- Online Public Access Catalogue(OPAC)
- Self-Check-out System/Self-Check-in System
- Gate Entry Monitoring System(GEMS)

- The Library housed in a three-story facility (18,522 Sq. Ft) with 3 Floors of Stack Rooms, 2 Reference sections/Digital Library/Research Carrels/Reading Halls with daily/weekly publications
- The Library holds 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, American Center Library and NDLI Club.
- Urkund Software installed in Library for Plagiarism screening of Theses/Dissertations/research articles
- Ph.D. theses section/question paper sections/group study/discussion rooms/seminar halls/video conference/New Arrivals Section rooms are available
- The Library operates on all working days from 8.00 am-10.00 pm. and extends its services to the public/students of cluster Institution

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.2.1/4.2.1-ILMS-AQAR-NEW.pdf

4.2.2 - Institution has access to the following: A. Any 4 or more of the above
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

12.88

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

974

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	[View File](#)

4.3 - IT Infrastructure

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

- **The Institution's Centre for Data and Information Services (DIS) follows a comprehensive IT Policy covering Computing Equipment/Software/Internet Usage/Data Security and related services.**
- **It prioritizes safe and secure services for students/staff/stakeholders while also maintaining and upgrading IT facilities on campus.**

The IT Policy (https://bhc.edu.in/files/policy/IT-Policy.pdf) is implemented

- **for the effective utilization of IT resources**
- **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/software**
- **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 hotswappable controllers and OpticFiber connectivity capable of storing upto 8TB data**
- **1810 Computers for academic purposes**
- **20 Computer Laboratories for Practical classes/Internet usage/Online Examinations**
- **Internet connectivity with 200 Mbps Bandwidth**
- **Wi-Fi enabled campus with 158 access-points**
- **236 CCTV Surveillance Cameras**
- **Usage of Open-Source software/Proprietary software for academic/research purpose**

- **In-house ERP developed for office automation**
- **Watch Guard Firebox M4600/M5800 to provide restricted access**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.3.1/4.3.1-IT-Photo-NEW.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
12797	**1810**

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus   **A. ?50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing   **A. All four of the above**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/watch?v=9N7dFQEq6ec
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

1794.72

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The institution has established regulations and procedures to oversee the physical, academicand support facilities further it upgrades them based on Committee suggestions.

- **The Planning Committeeconsists governing board members, allocates budgets for installations, developmentand upkeep. Stakeholder needs are presented to the Finance Committee for budget approval.**
- **Classrooms and laboratories are maintained by faculty and support staff under the guidance of Department Heads.**
- **Laboratory equipment is well-maintained and audited annually, ensuring safety and protection of expensive assets.**
- **Computer labs are maintained by the Centre for Data and Information Services through contractual arrangements with local service providers, including resolving software issues.**
- **The library's maintenance responsibilities include ordering books, assigning accession numbers and providing books under various schemes.**

- The sports complex and cultural facilities are also well-maintained, offering a range of amenities for stakeholders.
- The campus itself is environmentally conscious, with policies governing green initiatives, solid waste and water managementand energy conservation.
- The institution has well-defined systems for maintenance, with civil, mechanicaland electrical work handled by respective units.

Overall, the institution has comprehensive and structured maintenance procedures in place to ensure the smooth functioning and longevity of its facilities, catering to the needs of its stakeholders.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.4.2/4.4.2-data-AQAR.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1829

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

1583

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://bhc.edu.in/files/cdse.php
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

4011

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances

A. All of the above

through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)
Upload any additional information	[View File](#)

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

1019

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of outgoing students progressing to higher education

1827

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Details of students who went for higher education	[View File](#)
Any additional information	[View File](#)

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

150

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

21

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Council at Bishop Heber College plays a crucial role in moderating and managing curricular and co-curricular activities, representing the student body's voice. Comprising the Student General Council and the Student Executive Council, it fosters student-centric activities, democratic principles, and community responsibility. The Office Bearers, elected from the Student Executive Body, contribute to campus and community welfare.

The Student Council members actively participate in academic meetings, seminars, debates, and association activities within their departments and beyond. They coordinate intercollegiate meets, plan academic welfare activities, and organize events like "No Drive Day" and the Student Induction Programme. They also strengthen alumni relations.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.

Representing various bodies, the Student Council members synergize their efforts to build a vibrant campus, community, and country. Their presence has a catalytic effect on shaping the institution with their active engagement and leadership skills.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/files/documents/STUDENT_COUNCIL.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

25

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

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Bishop Heber College boasts a rich history and holds a prominent position in Central Tamil Nadu, which has led to the establishment of a vast and active Alumni network. The Alumni Association operates as a separate registered body, functioning autonomously to ensure effective management and representation of Alumni interests. The Association has set up 13 Alumni Chapters. Each year, office bearers for the Association are nominated by its members, ensuring a collaborative approach to Alumni involvement.The Alumni's contributions to the college go beyond mere nostalgia; they play a pivotal role in the institution's growth across various domains. Academically, the Alumni serve as experts in the Board of Studies for all programs, contributing their valuable insights to curriculum design and development.

Notably, the Alumni's involvement in the NCC Army Wing is commendable, as they encourage students to embrace nationalism and serve in the Armed Forces. The BAANA Alumni Meet facilitates this spirit, and students regularly represent the institution in the Republic Day Parade at New Delhi, receiving accolades at state and national levels. The Alumni have also supported 98 programs, such

as workshops, internships, value-added courses, and career counseling, during the period.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/Centre/HAC/index.html

5.4.2 - Alumni's financial contribution during the year   E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Governance is aligned to, and interlinked with the Vision and Mission statement of the college and core values, which act as the cog in the wheel of everyday governance. 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, 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 and 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 and Social Consciousness Eco-consciousness: enabling a sustainable future Care for Nature, Sustainable Living, Optimal Resource Utilization, Self-Reliance, Environmental Stewardship and Indigenous Designing Academic Excellence: the

Corner Stone Global Competency, Quest for Excellence, Digital Proficiency, Scientific Acumen

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	http://bhc.edu.in/about1.php

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Deaneries are formed to foster decentralization and participative management – Academics, Research, International Relations, Staff and Student Welfare, Extension, and Training & Placement. Deanery of Academics, with management's approval, employs strategy for innovative growth in the departments by sanctioning Rs.1 Lakh and above considering the needs and student beneficiaries, justifying the cause. The Deaneries of Academics and Research and development sanctions Minor Research Projects for the self-finance faculties following a scrutiny of evaluation and approval. Deanery of Staff and student Welfare, with Management's approval and sanction, helps deserving students avail hostel during their coursework. Job opportunities in reputed organizations facilitated by deanery of Training and Placements aligns with college's mission echoes decentralized and participative management. The Deanery of International Relations fosters staff and student exchange programmes and joint research initiatives by signing MoUs with foreign institutions globally. Deanery of extension activities executes the vision of the institution by reaching and empowering the underprivileged. Decentralization and participative management are evident with the provision approved by the management empowering the Directors or the Heads of the Departments to introduce new courses catering to the industrial needs. Thus the effective leadership is reflected in various institutional practices such as decentralization and participative management.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	http://bhc.edu.in/dean.php

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The 'Academic Audit and Star Department Evaluation' is an integral part of the Perspective Plan Deployment aimed at achieving high-quality benchmarks across various departments of the institution. Conducted annually since 2008 by the IQAC, the audit process focuses on Quality Indicators recommended by NAAC & MHRD-NIRF and department-specific milestones.

To streamline the auditing process, the IQAC has developed the Heber e-Portal Template for AQAR (HePTA), providing a scientific approach to auditing, ensuring accuracy, and efficiency. Internal Evaluators assess the departments, followed by External evaluation by Subject Experts who verify evidence and departmental presentations while maintaining confidentiality.

Scoring is based on different parameters, with a maximum score of 100 for each department. The Arts Departments' scoring ranges from Five Stars for scores of 60 and above, down to One Star for scores between 20 and 29. Similarly, Science Departments score Five Stars for 70 and above, down to One Star for scores between 30 and 39.

Recognizing the excellence, the management awards cash prizes to departments, with Five Star Departments receiving Rs. 50,000/-, Four Star Departments Rs. 30,000/-, and Three Star Departments Rs. 20,000/-.

The Academic Audit fosters healthy competition among departments, encouraging them to set higher benchmarks for holistic development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bhc.edu.in/SSR/CRITERION-VI/6.1.1/ The-Vision-Document-2023-2032-Final.pdf
Upload any additional information	View File

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

The Chairman, heading the governing board, takes decisions for the institutional progress, cognizant of the bylaws and policies, ensures that the board operates as a policy making body. Principalensures leadership, co-ordination, development and maintenance of educational programs, improved teaching-learning and general operation of the facilities. The Vice Principals augment smooth conduct of programmes inside and outside the college, catering to interests of students and faculty through meetings, supervision, ensuring rapport with stakeholders informed of the college activities. The Bursar takes care of the budgeting, purchase of supplies for maintenance and infrastructure. The Deaneries, shouldering multifarious responsibilities, set benchmarks and monitor adherence to ethical standards in all the activities, establishing newer ethical criteria meeting contemporary demands and empowering faculty and students to excel personally and academically. Heads of the Departments focus on department's development to excel in all its endeavors. The coordinators, with teachers, mange lesson plans, attendance, lecture rooms, workshops, study programs and contents. Faculty undertake research, teaching, and extension activities for an enhanced academic output in their respective departments so as to enrich the generation and dissemination of knowledge to students, and external audiences helping them to master the learning process and apply knowledge authentically.

File Description	Documents
Paste link to Organogram on the institution webpage	https://bhc.edu.in/organogram.png
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/files/policy.php

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

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

The College's Employee Welfare Policy encompasses a wide range of measures to support the well-being and professional growth of its teaching and non-teaching staff. The policy includes health and wellness initiatives, flexible working hours, and special leave provisions for employees with children having special needs. It also offers a barrier-free environment, professional development opportunities, counselling services, and financial assistance for festivals.The college provides statutory welfare measures such as EPF, ESI, Maternity Leave, and Medical Leave. It offers non-statutory welfare measures like Marriage Leave, Group Insurance Scheme, Flexi-Timing for employees with special needs, and reduced workload for staff in administrative roles. Financial assistance is provided for research projects, paper presentations, patent registrations, and Ph.D. submissions. Employees and their children benefit from interest-free festival loans, fee concessions, and medical assistance. Awards and recognitions are given to faculty and compassionate ground jobs are offered to the children of

deceased employees. The college also provides excellent infrastructure facilities, including a fully air-conditioned gymnasium and an indoor stadium, free access to ICT and library facilities. Various other welfare measures like health and well-being programs, Christmas family gatherings, tours, and COVID-related relief initiatives are organized to ensure the happiness and comfort of employees.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://bhc.edu.in/files/policy/6.3.1%20Staff-welfare-policy.pdf](#)

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

29

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

51

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	[View File](#)
Upload any additional information	[View File](#)

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

392

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college places significant emphasis on maintaining financial transparency and accountability through a well-structured system of internal and external audits. The college employs a full-time Chartered Accountant and an Auditor to handle the accounts on a regular basis, and a statutory auditor conducts an annual review of all financial records. To promote transparency and responsible financial management at the department level, the college conducts an "Administrative Audit" of income and expenditure for each financial year. Each department is required to furnish details of various income and expenditure heads, supported by bills and vouchers, which are then audited by the Internal The college organized a three-day Workshop on Academic and Administrative Audit for its administrative staff, with support from UBCHEA. Moreover, to enhance transparency in financial management, the college's government accounts undergo external audits by officers from the Joint Director of Collegiate Education annually, with an additional review by the Auditor General every five years. These external audits provide an independent assessment of the college's financial practices.. The External Audit is done by M/s. G.L Associates Chartered Accounts, Tiruchirappalli (GSTIN-33AAVFG3833E1ZD)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/files/policy/Fund-Mobilisation-Policy.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists

during the year (not covered in Criterion III and V) (INR in lakhs)

20.95

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

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

The Institution's resource mobilization policy aims to provide quality higher education to all students. It operates through two streams: Aided and Self-Financed. The Aided stream, consisting of 17 programs, receives funds from the government and utilizes student fees for running costs and overheads. In the Self-Financed stream with 37 programs, student fees are used for staff salaries, infrastructure, teaching materials, and assessments. Funds are also generated through institutional activities and endowment contributions from retired staff and alumni. The institution has received significant support from various government and international agencies, including the University Grants Commission, Department of Biotechnology, and others. Additionally, the college engages in resource-generating activities like renting out halls and guest houses, alumni contributions, sports academies' fees, institutional consultancy, and corporate training. Departments mobilize resources through donations and manage them responsibly with internal and external audits. Optimum utilization of resources, including financial and infrastructural aspects, is a priority. Regular budget reviews and efficient scheduling of classes ensure maximum utilization of available resources, benefitting over 12,000 students across classrooms, labs, library, and sports facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/files/policy/E-Governance-policy.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC plays a crucial role in achieving Institution's long-term goals. It offers expertise, support, and monitoring to align progress with envisioned milestones. Notable initiatives are

1. Teaching-Learning: Introduction of need-based and innovative programs, establishment of 18 centers, and inclusion of vocational courses.

2. Research and Development: Successful tapping of grants for research projects and collaborative efforts with external agencies. Hosting of Vigyan Sarvatra Pujyate .

3. Community Engagement: Establishment of a training center and community college. Integration of Environmental-Service Learning in curriculum.

4. Infrastructure Development: Addition of classroom blocks, indoor stadium, gymnasium, Golden Jubilee Block, and hostels.

5. Environmental Initiatives: Implementation of various eco-friendly measures, including sewage treatment, solarization, and waste management units.

6. Institution Linkage: Signing of 105 MoUs with foreign universities, industries, and other agencies.

7. E-governance: Adoption of an in-house ERP system in line with AtmaNirbhar Bharat and Digital India Mission.

8. Five-Star Status through Academic Audit: Regular academic audits foster healthy competition and continuous quality enhancement.

9. Professional Development: Focus on faculty up-skilling in teaching innovations, authentic assessments, and technological proficiency. Skill-based training for non-teaching staff.

10. **Mentoring of New Faculty:** Orientation programs provide insight into academic areas, institution values, culture, and responsibilities.

IQAC's efforts ensure quality sustenance across all aspects, contributing to overall success .

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/Deanery/iqac.php

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC focuses on reviewing Teaching Learning and Assessment Processes, pedagogy, and technology. Two key initiatives are:

OBE-Based Curriculum: All 51 Programs (UG & PG) align with the Institution's Vision and Mission, emphasizing Whole Person Education. The Curriculum is mapped to Bloom's Taxonomy Levels, enabling learners to understand Program Outcomes, Specific Learning Outcomes, etc. Attainment Calculations are done, and an Articulation Matrix identifies gaps. Recommendations and indirect assessment methods are compared, leading to curriculum revisions. Ongoing attainment assessment and new programs/courses are introduced based on requirements. Course Coordinators create Action Plans for each course, strengthening the Formative Assessment Loop.

Teaching Learning Assessment Enhancement: a) ICT Enabled Teaching-Learning Assessment: IQAC enhances ICT skills of teaching staff through a one-week workshop. Faculty create SLO videos as e-content, integrating ICT tools into their lesson plans. This promotes engaging learning experiences and periodic SLO attainment assessment. b) Institutional Academic Performance Indicator (API): IQAC designed a tool to assess faculty performance across various parameters like teaching competency, research output, additional responsibilities at college and department levels. A scientific scoring procedure facilitates objective interpretation and enables faculty development. These initiatives ensure a learner-centric approach and continuous improvement of teaching, learning, and assessment practices within the institution.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[https://bhc.edu.in/SSR/CRITERION-VI/6.5.2-Institution-reviews-its-Teaching-Learning-Process.php]()

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	[https://bhc.edu.in/SSR/CRITERION-VI/6.1.1/AnnuaL-Report-2017-22_Final.pdf]()
Upload e-copies of accreditations and certification	[View File]()
Upload details of quality assurance initiatives of the institution	[View File]()
Upload any additional information	[View File]()

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College's Gender Sensitization Policy requires that all students and faculty members entering the institution receive gender sensitization training starting from their first day. As part of this policy, the college provides gender sensitization programs during the Student Induction and Faculty Induction programs. Additionally, gender studies are included in the Part IV of the curriculum, which is compulsory for all undergraduates. The Value Education and Ethics Course offered in the First Year also

covers topics addressing gender bias and gender stereotyping in society. In addition to the curriculum, the college organizes various mass awareness programs through the Gender Sensitization Club, Sadhana (the Women's Cell), and the Center for Gender Studies. Reports of some of the events are attached here. Departments and Deanery of Staff and Student Welfare organize programmes related to the Gender Sensitization and the Deanery of Extension Activities conduct Women Empowerment activities for woman in the Adopted Village. Banana Fibre Extraction training was conducted for 92 woman. Woman entreprenuers of trichy are given space in the campus every fifth Saturday free of Cost to exhibit their Product. Womans Day was Celebrated by all the departments honoring woman in the Institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/files/chcf.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

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

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The Centre for Environmental Sustainability is responsible for efficiently managing and converting waste into valuable resources.• Through a Memorandum of Understanding (MoU) with Joe Engineering works, the Institution receives assistance in waste management, aiming to transform into a Zero-Waste Institution within two years in the city.• In recognition of their zero-waste practices, the Trichy City Corporation awarded the Institution in

August 2022.• Garden's degradable waste is vermi-composted to enrich the soil, with the compost being sold at ?15 per kilogram, generating ?59,300 in revenue from 2020 to 2022.• Food waste from Hostels and Canteens is partly donated as fodder for Poultry farms, while the rest is utilized to produce Biogas.• The main waste produced at the Institution is Paper, which is recycled into folders, files, and gift articles at the Paper Recycling Unit established in 2022.•Waste bins are available in classrooms, corridors, canteens, and hostel kitchens, with green-coloured dustbins dedicated to biodegradable waste like food waste and paper.• E-waste production is minimized through careful maintenance efforts such as using quality power cables, stabilizers, and inverters, and the dysfunctional computers are used in a Computer Assembling and Troubleshooting Unit for student learning.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

    1.Restricted entry of automobiles
    2.Use of bicycles/ Battery-powered

> vehicles
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

    A. Any 4 or all of the above

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

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards

    A. Any 4 or all of the above

and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

The Institution has an ambiance that promotes the cultural coexistence of everyone. All religious festivals are celebrated. Pongal the Tamil New Year and the Harvest Festival of Tamilnadu was celebrated by the Food and Nutrition Department on 13th January 2021. Pongal was cooked in the Food Science Lab and distributed free of Cost to the college Community. The Department of Commerce also celebrated the Christmas Eve as a Social Project at the "Natpu Sirar Illam" a Home for the destitute Children on the 23th December 2021. Hindi Day was celebrated on 12th September 2021 when students were given the opportunity to share with their peer group, the importance and the beauty of the Hindi language. In the same way Sanskrit Day and French day celebrated by the learners gives them an opportunity to share the joy of teaching a new language and culture to fellow students. Students speaking languages other than Tamil feel elated in joining the celebrations.

The College organizes Muthamil Vizha, a grand celebration of the Art Culture and Literary features of the Tamil language on the 6th and 7th of may 2022. Prominent speakers addressed the students about the richness of the Tamil Culture and the values ethos and the Pride of the Tamil Society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

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

Rights and Duties are two sides of a coin. A functional democracy provides rights to citizens as well as requires citizens to do their duty. The college conducted a special event to sensitize students ands Public on respecting the National Symbols and inculcated spirit of Nationalism by organizing a Flag honouring event in Podhavur Village on 14-08-2022.the Deanery of Extension Activities and the NSS volunteers participated in the event. The department of Computer applications organized an E-waste Expo to sensitize students to reduce waste and a COVID awareness Programme. The Human Rights Club organized a one day event on Protection of Human rights under the Indian Constitution that was an eye opener to many. The department of Botany helped in the flood relief rescue operations during an unprecedented flooding of the Uyyakondan canal to the local communities. 112 Volunteers were involved in the work. The Road safety Club organized a talk on the Fourth basic Needs of Humans on the 6th April 2022.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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

A. All of the above

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

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

Make In India – Start up Day was celebrated on 19th Nov 2021 giving a call to students to Innovate and be Entrepreneurs. The event hosted by the IIC of the college was a great success. Which motivated many students to plunge into start-up ideas. Fitness Day, International Womans Day, national Education Day, NATIONAL Innovation Day, National Pollution Control Day, National Energy Conservation Day were some of the other important days celebrated by the IIC. The Deanery of Academics organized the National Science Day. The weeklong celebration event was part of the Vigyaan Sarvathra Poojyathe, the 75th year of Indias' Scientific Contributions. The events were organized in collaboration with the Depart of Science and Technology and MHRD. International Teachers Day was celebrated by the department of Chemistry when, Best Teacher Awardees Mrs. Asha Devi and Mrs. Beebi Abdul delivered a lecture. Democracy Day was organized by the Department of Computer Science on 15th September 2021, when Mr. Rama Shankar Singh, Advocate, Lucknow High Court Addressed the students through the Zoom Platform.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Title: Popularization of Science and cultivation of a culture of scientific thinking to advance a progressive society.

Objectives: Science explains the world, Helps Improve our Lives, andSolves Problems.Knowledge of science is important to transform the society. Students and Teachers of the College took efforts to popularize science this year along with the MHRD incelebrating the Science and technology advancements in the 75 years of our Independence.

The Practise:National Science Week was celebrated along with the Department of Science and technology from 22.02.2022 to 28.02.2022, when many scientists visited the college and delivered popular lectures. Workshop on Foldscope - Technology and its Uses was organized. .DEMONSTRATION ON SCIENCE BEHIND THE MIRACLES a session on 26.02.2022 was conducted. Mr.Arvind Sreekanth, Magician, Tiruchirappalli addressed 1500 students from various colleges and schools of Trichy. On 27th Feb, 2022 Science & Agriculture was organized.Outcomes:Through the Science awareness week, 2000+ public were sensitized to the recent developments in Science and technology and the achievements of our country to the development of Humanity .The interaction of top scientists of the country with the students and common people was very thought provoking and it served as the platform for the generation of new ideas and also gave scientists a great satisfaction and they found their call and purpose to deliver more to the benefit of the community.Students were motivated to achieve more.This event eventually become the most popular Programme of the Academic Year in the Trichy region.

File Description	Documents
Best practices in the Institutional website	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-VII/Report%20of%20Science%20Week.pdf
Any other relevant information	https://bhc.edu.in/Deanery/document/academics/2017-2022.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Title: To Serve and Not to be Served

Objectives: Service to Society is a Core Value of the Bishop Heber College. The college aims to inculcate spirit of service to the students and make them future leaders who wish to serve and do not expect service to be rendered to them, who can take the lead in social change and be the change agents themselves.

The Practice and Outcomes: By creating service opportunities to students as part of the curricular and co- curricular components, a spirit to do voluntary service to the society is instilled in all the students.Students take part in Projects of the Institution in the Adopted Villages and directly involved in the training programmes that contribute to the development of the Village communities. Training to woman in banana Fibre Extraction, preparation of value Added products from Milk have student volunteers' part. Swachh Bharat Programmes: The College being part of the Unnat Bharat Abhiyaan Scheme, takes efforts to audit the progress of the various development schemes in the village. House Holds Surveys are conducted as per the UBA directives andStudentstake part in the Gram Sabha Meetings of a few villages.This academic year all the Village Panchayat leaders of the Adopted village were invited to the college premises and were honored for their services.

Part B
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 are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Bishop Heber College an Autonomous Institution under the Bharathidasan University, aims to impart Quality higher education that focuses on the following

1. Whole – Person Education

2. Industry- Alumni participation in Curricular Planning

5. Value Education, Gender Studies, Environmental Studies and Life Skills for developing 21st Century Skills

6. Computer Assisted Language Learning

7. Service based Learning through Extension Activities

Academic Council which is constituted by Experts from the Academia, Representatives from the Industry, Alumni, and Students.In line with the OBE system.The Board of Studies is constituted by the Head as the Chairman, members of staff, subject experts from other colleges and universities, University Representative, Distinguished Alumni, students and an expert member from the industry.The institution has Industry and Academic partnership with 65 organizations for curricular transactions in terms of Design and development of curriculum.English Language Competency is developed through Computer Aided Language Laboratory (CALL) where each undergraduate student undergoes 30 hours of training per semester through exercises that hone LSRW skills for the past 15 years.Every Student is given the opportunity to take part in the Community service in the Part V of the Curriculum.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://bhc.edu.in/a2023/College%20prospectus_2023_2024_overall_compressed.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

39

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

1514

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	[View File](#)
MoUs with relevant organizations for these courses, if any	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

208

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

51

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The common UG courses are Value and Life Oriented Education (VLO), Environmental Studies, Life Skills and Gender Studies.

The Common PG Courses 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 iinspire students' 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 helps learners develop creative, communicative and critical thinking skills necessary for employability.

• Gender Studies offered in the Third Year UG programme

promotes attitudinal 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.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

92

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

10604

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

9992

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-I/1.4/AQAR_1.42-Feedback_REPORT-Link.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-I/1.4/AQAR_1.4.1-Sample_Feedback-Link.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

4767

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

4525

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution prioritizes inclusive education and offers diverse learning opportunities to its students. Special programs are designed to accommodate the unique needs of various student groups. To evaluate the aptitude of students, the Bridge Course assesses their subject and language proficiency, providing essential support to comprehend their chosen programs. Continuous formative assessments ensure a comprehensive learning experience for all. Academic performance and classroom activities contribute to student assessment. Inclusive measures are taken to benefit differently-abled students, providing them with assistive technologies for their educational journey. To enhance learning levels, the institution offers special programs for advanced learners. These include coaching for competitive examinations, extra credit courses through self-paced learning, exchange programs, and internships. The institution also fosters innovation through events like the Heber-Hackathon, encouraging students to showcase their innovative ideas. Some students have even started their own successful startups. For slow learners, individualized instruction is provided. Academic enhancement classes, peer teaching, mentor-mentee meetings, and skill development programs are employed to help them excel. Overall, the institution demonstrates a commitment to promoting

equitable education and supporting students with diverse learning needs. Through these initiatives, it creates an environment where every student has the opportunity to thrive and reach their full potential.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.2.1/2.2.1_CSIR-NET,%20JAM%20Coaching_Final.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/08/2021	12797	552

File Description	Documents
Upload any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

The institution emphasizes a "Learning by Doing" approach, integrating it into their teaching and learning process. Continuous Internal Assessment (CIA) includes seminars, quizzes, debates, group discussions, and open book tests. The Innovative Component evaluates students' higher-order thinking abilities through their innovative ideas connected to their courses. Student-centric techniques fostering sustained learning include Participative Learning employs various methods such as group seminars, E-content creation by students, hands-on practice, computer-assisted learning, debates, and more. Experiential Learning allows students to gain practical experience through field trips, industrial visits, projects, and hands-on practice in different fields. Problem Solving Methodology incorporates activities like social surveys, brainstorming sessions, hackathons, and panel discussions, enhancing analytical, decision-making and synthesis skills. Project-Based Learning is implemented for final-year

undergraduate and postgraduate students, encouraging them to apply principles to real-world problems, develop research competency, and foster teamwork. The institution supports advanced learners through specialized coaching for competitive exams and extra credit courses, while individualized instruction, mentor-mentee meetings, and skill-development programs aid slow learners. By incorporating these effective teaching and learning methodologies, the institution creates an environment that nurtures critical thinking, practical knowledge, and problem-solving skills, preparing students to meet the demands of the job market and excel in their chosen fields.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.3.1/2.3.1 Experiential-Learning_2021-2022.pdf

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

The institution ensures easy access to information with 24/7 free Wi-Fi on campus. It boasts 144 ICT-enabled classrooms, each equipped with a desktop and LCD projector. Virtual lab facilities and hybrid courses enrich the learning experience. Faculty members have created 563 e-contents and a Knowledge Repository Portal. Learners benefit from various software applications in fields like programming, bioinformatics, chemistry, mathematics and visual communication. The Centre for Language Empowerment and Development (LEAD) actively trains over 4000 students annually using language software applications. The campus features a Lecture Capturing System, 12 seminar halls with video-conferencing, and 5 Smartboards with navigational software. The institution is a Local Chapter of SWAYAM-NPTEL, offering access to MOOCs. Faculty members employ interactive tools, Google Classroom, and various online platforms for teaching, especially during the pandemic. Moodle LMS enhances the teaching-learning process. Specialized computer laboratory courses are available to upskill students in different disciplines. Differently-abled students benefit from various assistive technologies like Braille Library, Screen Readers, and Voice Recording facilities. Internet access

and printing equipment are provided for all students, and hands-on practice is available for computer science and related fields. The institution's extensive use of technology and innovative approaches enriches learning environment, facilitating a comprehensive educational experience.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.3.2/2.3.2_ICT%20Screenshots%20of%20web%20tools%20used_2021-2022.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

552

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Institution meticulously plans its academic year, including all Curricular, Co-Curricular, and Extra-Curricular events. The Calendar Committee, led by the Principal and comprising various faculty members, evaluates and finalizes the dates for examinations, holidays, and major events. The approved plan is printed in the College Calendar, providing a foundation for stakeholders to organize their tasks. Department Heads discuss the detailed plan in staff meetings, assigning roles and responsibilities to staff in-charges. Teaching plans are aligned with the College Calendar, with Course Coordinators identified and specific dates set for preparation, discussions, and assessments. The academic plan is disseminated to students through official Class Groups, ensuring all activities are synchronized with the schedule. The institution diligently adheres to the College Calendar, making minimal changes under unavoidable circumstances, communicated through circulars and

WhatsApp groups. Historical data indicates the institution's commitment to the planned schedule, maintaining a fool-proof and impeccable adherence to the Academic Calendar and Teaching Plan by all stakeholders.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

552

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

333

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

4727.47

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

22.5

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

336

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

The Examination process became computerized with hassle-free Online Registration and Fee payment modes. The ERP system facilitates the consolidation of Internal Marks and ensures accurate attendance records. Results are processed and published online and Examination related information is accessible through the Online Examination Portal. To maintain confidentiality, question paper setting and evaluation are done through password-protected CDs. Faculty members are trained to

use IBOSS Software for examination management. Visually impaired students benefit from Voice Recording Facility instead of scribes. The EMS-Heber Online Exam Portal, HeberOX, was introduced during the COVID-19 pandemic, enabling smooth question paper dissemination and answer script collection with OTP verification. Examination reforms include retakes for missed exams due to various reasons, the use of objective type questions in some courses, consideration of library hours for CIA marks, and an innovative component in CIA for assessing creativity. The Institution is part of the National Academic Depository, facilitating credit transfer through the Academic Bank of Credits. Plagiarism checks are mandatory for PG projects using URKUND. Key aspects of the examination process include question paper setting by external experts, centralized evaluation with internal and external evaluators and a revaluation option for students within 15 days of result publication.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.5.3/2.5.3.Examination-Automation-System.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The institution prioritizes OBE and ensures transparency in its education system. Programme Outcomes and Course Outcomes are shared with students and faculty to align everyone with the programme. This commitment to quality education is evident through displaying the outcomes on the website and promoting stakeholder feedback for continuous improvement. Faculty members receive orientation on the Learning Outcome-based Curriculum Framework (LOCF) through workshops and training offered by the Deanery of IQAC and Academics. The curriculum design considers students' needs and graduate attributes. Course coordinators, in consultation with faculty members, design the course curriculum, which is reviewed annually in the BoS meetings and ratified by the Academic Council. Communication of POs, PSOs and COs is facilitated through the institution's website, making syllabi accessible to

stakeholders. Student Induction Programmes and faculty development activities educate students and faculty about OBE principles and practices, including assessment and evaluation methods based on Revised Bloom's Taxonomy. Student Council members also play a role in educating their peers about the OBE model, and students receive OBE syllabus copies through the LMS platform. The institution's commitment to OBE principles ensures that all stakeholders are aligned with its Vision, Mission and Core Values, promoting a holistic and outcome-driven educational experience.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://bhc.edu.in/Deanery/academics.php

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Institution prioritizes the evaluation of Programme Outcomes (POs) and Course Outcomes (COs) to meet student and stakeholder needs. A comprehensive evaluation system employs both direct and indirect assessment methods. Direct methods include evaluating student performance through internal assessments, exams, quizzes, seminars, presentations, assignments, and more. Indirect methods involve surveys at course entry and exit, along with final-year student surveys. Alumni and employer feedback on curriculum relevance is also sought. A threshold percentage is set for course attainment. Question papers follow the Outcome-Based Education (OBE) template with COs aligned to Revised Bloom's Taxonomy (RBT) levels. Course Coordinators assess Couse Outcome (CO) attainment levels and prepare action plans to improve performance. The Articulation Matrix analyzes students' overall scores, considering Gap Analysis and Outcome reports. Curriculum updates are based on faculty recommendations and Indirect Assessment Methods. Continuous assessment has allowed the Institution to refine the curriculum, introducing innovative programs/courses based on stakeholder needs. This ensures the institution's offerings align with learning outcomes and workforce requirements, preparing students for successful careers and fostering a lifelong love for learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.6.2/2.6.2%20_Evaluation%20of%20Attainment_5.4.2023.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

4256

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-II/2.6.3/2.6.3_Annual%20Report-2021-2022.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://bhc.edu.in/files/sss_report_2021_2022.php

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

Bishop Heber College emphasizes academic excellence through research, facilitated by the exclusive Deanery for Research and Development. Research Policies encompass promotion, ethics, plagiarism check, and consultancy. Research Committees, such as

Research Advisory, Plagiarism Standing, and Research Ethics Committees, oversee scholars' activities. The college has 17 recognized Research Departments with 238 Ph.D. scholars under 127 supervisors. Research facilities include a DST-FIST funded Centralized Heber Analytical Instrumentation Facility, well-stocked library, and dedicated computer labs. Faculty and scholars are recognized annually for their research contributions. Institutional incentives and awards support research activities, resulting in substantial output. External agencies grant significant research funds, and consultancy generates revenue. The college boasts 350 publications in indexed journals, 182 articles in Scopus, and 129 in Web of Sciences, among others. It has produced 185 Ph.D. scholars, and students have authored books, contributed to papers, and developed products and apps. The Institutional Scopus h-index is 14, demonstrating the institution's commitment to impactful research. The Research forum 'Synergy' comprising the research scholars of all Departments addresses the issues/concerns experienced by researchers. The institution's impressive publication record, Ph.D. scholars, and students' contributions demonstrate its impact in the academic world.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://bhc.edu.in/rd/PolicyResearchBHC.pdf
Any additional information	[View File](#)

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

24.18

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

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

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

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

7

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

7

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/Deanery/randd.php
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

127

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

4

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-III/3.2.4/3.2.4.%20Link%20for%20Funding%20Agencies.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Bishop Heber College fosters innovation and entrepreneurship

through various initiatives. The Institution Innovation Council and Incubation Centre support students in their creative endeavors. A total of141 programs focused on Intellectual Property Rights (IPR), entrepreneurship, and skill development. Practice school, fieldwork, and project work are integral to undergraduate and postgraduate programmes, providing hands-on training and managerial skills to students for future enterprises. The college has signed 105 Memorandum of Understanding (MoUs) with external agencies, facilitating internships and collaborative activities for students to apply classroom knowledge in practical settings. Annual events like 'Heber Hackathon' and Heber Exhibition on Arts, Technology and Science ('HEATS') recognize budding innovators and award the best projects. Faculty development programs inspire creativity among teachers and enable them to support students' innovations. The College's Incubation Centres and Entrepreneurship Development Cell contribute to various ventures. They produce healthcare products, environmentally sustainable solutions, and provide training in beekeeping, farming, and more. Students' contributions include start-ups, published works, apps and products. Overall, Bishop Heber College creates an environment that nurtures creativity, empowers students, and promotes entrepreneurial spirit, making a significant impact on the campus and the community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/Deanery/randd.php

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

141

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

80

File Description	Documents
URL to the research page on HEI website	https://bhc.edu.in/Deanery/randd.php
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.67

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

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

276

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-III/3.4.4/Books%20and%20Articles%20in%20Proceedings.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

573

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

14

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

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

21.871

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

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

5.73

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

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institution prioritizes extension activities as an integral part of its curriculum, aiming to develop socially conscious and responsible students. It envisions these activities as opportunities for students to engage in meaningful experiences

beyond the classroom, fostering a sense of service, reflection, and learning. The college established 30 clubs under Deanery of Extension where students actively participate in community service initiatives, forging strong connections with neighboring communities, including 8 Panchayats and 23 adopted villages. The college's NCC and NSS units play a pivotal role in nurturing leadership skills, patriotism and selfless service among students. These units have received numerous accolades, showcasing students' commitment to nation-building. During natural calamities, the Department of Social Work takes the lead in providing professional expertise and support to affected communities. Student volunteers and faculty actively contribute to relief efforts by providing essential amenities and aid. The college actively participates in the Unnat Bharat Abhiyan, a flagship program of the Ministry of Education, GoI. The college serves as a Nodal Agency for the Childline India Project, sponsored by the Ministry of Social Justice and Empowerment, GoI. This initiative addresses the needs of distressed children in Tiruchirappalli District, preventing child marriages and offering support to vulnerable children.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/Deanery/ea.php

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 the year

12

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

197

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

7699

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

1468

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

29

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES
4.1 - Physical Facilities
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The Institution upgrades its infrastructure for efficient knowledge transmission. The environmentally-friendly campus prioritizes student and staff wellbeing, spanning 33.25 acres with 11 modern buildings for classrooms, laboratories, library and offices.

Classrooms/Seminar Halls

- All 144 Classrooms are ICT enabled (LCD/LAN/Wi-Fi/Laptop)
- All 12 Seminar Halls equipped with ICT facilities

Laboratories

- 20 Science Department Laboratories with advanced equipment
- DST-FIST Sponsored State-of-the-Art Heber Analytical Instrumentation Facility
- UGC/DST-FIST/DST-SERB/DST-WoS/DBT-STAR/ICMR/MOFPI supported equipment in Laboratories
- State-of-the-Art e-Studio for student training and e-content creation
- 14 Research Laboratories and 2 dedicated Computer Laboratories
- 17 Computer Laboratories and 3 Language Laboratories for students skill development

Library

- The Library housed in a three-story facility with 3 Floors of Stack Rooms, 2 Reference sections/Digital Library/Research Carrels/Reading Halls containing daily/weekly publications
- 1,14,447 Books/13,177 Reference Books/319 periodicals/1636 CD & videos

IT Infrastructure

- 200 Mbps Bandwidth with 158 Wi-Fi Access points, 236 CCTV Surveillance Cameras
- Free Wi-Fi Access/KIOSK Facility/Central LED Digital

Board

Other Facilities

- Deanery of Training and Placement offers skill enhancement and employability opportunities
- 30 Extension Clubs promoting values and nationalism
- 5 Boys' Hostels/7 Girls' Hostels/1 International Guest House with dining facilities
- 3 Cafeterias
- Two 500 KVA generators (1 UGC-Funded), 8 more generators and UPS
- Ramps/Lifts in all blocks
- Assistive technologies for the visually challenged.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.1.1/4.1.1-Additional-AQAR.pdf

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

Sports and Cultural activities are the focal areas of the Institution for students' overall development.

- The Department of Physical Education offers state-of-the-art facilities for indoor/outdoor games and gym.
- Play field covers 25464.38 square meters.

Indoor Sports Facilities

- UGC funded Rev. C.H. Firbank A/C Multipurpose Indoor Stadium (30mx20m) for Badminton, Kabaddi, Handball, Table Tennis and Yoga.
- Semi-Indoor Stadium (25mx12m) for Table Tennis, Carom and Chess.

Outdoor Sports Facilities

- Athletic Track with a Hockey Field (100mx82.30m)
- Tennis Court (23.77m×10.97m) – 2 Numbers

- **Cricket Net (96 Ft×15 Ft) – 4 Nets**
- **Volleyball Court (9 m×18 m) -- 2 Numbers (Floodlit Court-1)**
- **Basketball Court (Floodlit) (28 m×15 m) – 1 Number**
- **Badminton Court (13.40m×6.10 m) – 4 Numbers**
- **Ball Badminton Court (24 m×12 m) – 1 Number**
- **Football Field/Cricket Ground (131.50 m×103.00 m)**
- **Dedicated Archery Field for training the students/public**

Fitness Centre

- **Well-Equipped Air-Conditioned Fitness Centre (18.28mX13.71m)**

Facilities for Cultural Activities

- **8 Well-furnished Halls: Multipurpose Auditorium, Auditorium (MP building), Auditorium (GJ building), Gallery Hall, Seminar Hall (Admin block), Seminar Hall (CS block), Auditorium (library block), Conference hall and Open-Air Stage with necessary equipment**
- **Centre for Music and Performing Arts offers venue for performing arts**
- **Institution has an elite music band with trained students**

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/sports/index.php

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

156

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

398.39

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The Integrated Library Management Software automates the Institution Library with the specification.

Name of the ILMS software : NIRMALS ProTM 2.2.0

(Networked Information Resource Management for Academic Library System)

Nature of Automation : Fully Automated

Version : NIRMALS ProTM 2.2.0

Year of Automation : 2004

Updated: 2014

The functional modules supported by NIRMALS ProTM 2.2.0 are

- **Acquisition Control System**
- **Bibliographical Control Systems**
- **Circulation Control System**
- **Serial Control System**
- **Online Public Access Catalogue(OPAC)**
- **Self-Check-out System/Self-Check-in System**
- **Gate Entry Monitoring System(GEMS)**

- **The Library housed in a three-story facility (18,522 Sq.**

Ft) with 3 Floors of Stack Rooms, 2 Reference sections/Digital Library/Research Carrels/Reading Halls with daily/weekly publications
- The Library holds 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, American Center Library and NDLI Club.
- Urkund Software installed in Library for Plagiarism screening of Theses/Dissertations/research articles
- Ph.D. theses section/question paper sections/group study/discussion rooms/seminar halls/video conference/New Arrivals Section rooms are available
- The Library operates on all working days from 8.00 am-10.00 pm. and extends its services to the public/students of cluster Institution

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.2.1/4.2.1-ILMS-AQAR-NEW.pdf

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

12.88

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

974

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

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

- **The Institution's Centre for Data and Information Services (DIS) follows a comprehensive IT Policy covering Computing Equipment/Software/Internet Usage/Data Security and related services.**
- **It prioritizes safe and secure services for students/staff/stakeholders while also maintaining and upgrading IT facilities on campus.**

The IT Policy (https://bhc.edu.in/files/policy/IT-Policy.pdf) is implemented

- **for the effective utilization of IT resources**
- **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/software**
- **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 hotswappable controllers and OpticFiber connectivity capable of storing upto 8TB data
- 1810 Computers for academic purposes
- 20 Computer Laboratories for Practical classes/Internet usage/Online Examinations
- Internet connectivity with 200 Mbps Bandwidth
- Wi-Fi enabled campus with 158 access-points
- 236 CCTV Surveillance Cameras
- Usage of Open-Source software/Proprietary software for academic/research purpose
- In-house ERP developed for office automation
- Watch Guard Firebox M4600/M5800 to provide restricted access

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.3.1/4.3.1-IT-Photo-NEW.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
12797	1810

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	A. All four of the above

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=9N7dFQEq6ec
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

1794.72

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	[View File](#)

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

The institution has established regulations and procedures to oversee the physical, academicand support facilities further it upgrades them based on Committee suggestions.

- The Planning Committeeconsists governing board members, allocates budgets for installations, developmentand

upkeep. Stakeholder needs are presented to the Finance Committee for budget approval.

- Classrooms and laboratories are maintained by faculty and support staff under the guidance of Department Heads.
- Laboratory equipment is well-maintained and audited annually, ensuring safety and protection of expensive assets.
- Computer labs are maintained by the Centre for Data and Information Services through contractual arrangements with local service providers, including resolving software issues.
- The library's maintenance responsibilities include ordering books, assigning accession numbers and providing books under various schemes.
- The sports complex and cultural facilities are also well-maintained, offering a range of amenities for stakeholders.
- The campus itself is environmentally conscious, with policies governing green initiatives, solid waste and water managementand energy conservation.
- The institution has well-defined systems for maintenance, with civil, mechanicaland electrical work handled by respective units.

Overall, the institution has comprehensive and structured maintenance procedures in place to ensure the smooth functioning and longevity of its facilities, catering to the needs of its stakeholders.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-IV/4.4.2/4.4.2-data-AQAR.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1829

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

1583

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	https://bhc.edu.in/files/cdse.php
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

4011

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

1019

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

1827

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

150

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

21

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Council at Bishop Heber College plays a crucial role in moderating and managing curricular and co-curricular activities, representing the student body's voice. Comprising the Student General Council and the Student Executive Council, it fosters student-centric activities, democratic principles,

and community responsibility. The Office Bearers, elected from the Student Executive Body, contribute to campus and community welfare.

The Student Council members actively participate in academic meetings, seminars, debates, and association activities within their departments and beyond. They coordinate intercollegiate meets, plan academic welfare activities, and organize events like "No Drive Day" and the Student Induction Programme. They also strengthen alumni relations.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.

Representing various bodies, the Student Council members synergize their efforts to build a vibrant campus, community, and country. Their presence has a catalytic effect on shaping the institution with their active engagement and leadership skills.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/files/documents/STUDENT_COUNCIL.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

25

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

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Bishop Heber College boasts a rich history and holds a

prominent position in Central Tamil Nadu, which has led to the establishment of a vast and active Alumni network. The Alumni Association operates as a separate registered body, functioning autonomously to ensure effective management and representation of Alumni interests. The Association has set up 13 Alumni Chapters. Each year, office bearers for the Association are nominated by its members, ensuring a collaborative approach to Alumni involvement.The Alumni's contributions to the college go beyond mere nostalgia; they play a pivotal role in the institution's growth across various domains. Academically, the Alumni serve as experts in the Board of Studies for all programs, contributing their valuable insights to curriculum design and development.

Notably, the Alumni's involvement in the NCC Army Wing is commendable, as they encourage students to embrace nationalism and serve in the Armed Forces. The BAANA Alumni Meet facilitates this spirit, and students regularly represent the institution in the Republic Day Parade at New Delhi, receiving accolades at state and national levels. The Alumni have also supported 98 programs, such as workshops, internships, value-added courses, and career counseling, during the period.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://bhc.edu.in/Centre/HAC/index.html

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Governance is aligned to, and interlinked with the Vision and Mission statement of the college and core values, which act as the cog in the wheel of everyday governance. 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, 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 and 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 and Social Consciousness Eco-consciousness: enabling a sustainable future Care for Nature, Sustainable Living, Optimal Resource Utilization, Self-Reliance, Environmental Stewardship and Indigenous Designing Academic Excellence: the Corner Stone Global Competency, Quest for Excellence, Digital Proficiency, Scientific Acumen

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	http://bhc.edu.in/about1.php

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Deaneries are formed to foster decentralization and participative management – Academics, Research, International Relations, Staff and Student Welfare, Extension, and Training & Placement. Deanery of Academics, with management's approval, employs strategy for innovative growth in the departments by sanctioning Rs.1 Lakh and above considering the needs and student beneficiaries, justifying the cause. The Deaneries of Academics and Research and development sanctions Minor Research Projects for the self-finance faculties following a scrutiny of evaluation and approval. Deanery of Staff and student Welfare, with Management's approval and sanction, helps deserving students avail hostel during their coursework. Job

opportunities in reputed organizations facilitated by deanery of Training and Placements aligns with college's mission echoes decentralized and participative management. The Deanery of International Relations fosters staff and student exchange programmes and joint research initiatives by signing MoUs with foreign institutions globally. Deanery of extension activities executes the vision of the institution by reaching and empowering the underprivileged. Decentralization and participative management are evident with the provision approved by the management empowering the Directors or the Heads of the Departments to introduce new courses catering to the industrial needs. Thus the effective leadership is reflected in various institutional practices such as decentralization and participative management.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	http://bhc.edu.in/dean.php

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The 'Academic Audit and Star Department Evaluation' is an integral part of the Perspective Plan Deployment aimed at achieving high-quality benchmarks across various departments of the institution. Conducted annually since 2008 by the IQAC, the audit process focuses on Quality Indicators recommended by NAAC & MHRD-NIRF and department-specific milestones.

To streamline the auditing process, the IQAC has developed the Heber e-Portal Template for AQAR (HePTA), providing a scientific approach to auditing, ensuring accuracy, and efficiency. Internal Evaluators assess the departments, followed by External evaluation by Subject Experts who verify evidence and departmental presentations while maintaining confidentiality.

Scoring is based on different parameters, with a maximum score

of 100 for each department. The Arts Departments' scoring ranges from Five Stars for scores of 60 and above, down to One Star for scores between 20 and 29. Similarly, Science Departments score Five Stars for 70 and above, down to One Star for scores between 30 and 39.

Recognizing the excellence, the management awards cash prizes to departments, with Five Star Departments receiving Rs. 50,000/-, Four Star Departments Rs. 30,000/-, and Three Star Departments Rs. 20,000/-.

The Academic Audit fosters healthy competition among departments, encouraging them to set higher benchmarks for holistic development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bhc.edu.in/SSR/CRITERION-VI/6.1.1/The-Vision-Document-2023-2032-Final.pdf
Upload any additional information	View File

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

The Chairman, heading the governing board, takes decisions for the institutional progress, cognizant of the bylaws and policies, ensures that the board operates as a policy making body. Principalensures leadership, co-ordination, development and maintenance of educational programs, improved teaching-learning and general operation of the facilities. The Vice Principals augment smooth conduct of programmes inside and outside the college, catering to interests of students and faculty through meetings, supervision, ensuring rapport with stakeholders informed of the college activities. The Bursar takes care of the budgeting, purchase of supplies for maintenance and infrastructure. The Deaneries, shouldering multifarious responsibilities, set benchmarks and monitor adherence to ethical standards in all the activities, establishing newer ethical criteria meeting contemporary demands and empowering faculty and students to excel personally and academically. Heads of the Departments focus on department's development to excel in all its endeavors. The

coordinators, with teachers, mange lesson plans, attendance, lecture rooms, workshops, study programs and contents. Faculty undertake research, teaching, and extension activities for an enhanced academic output in their respective departments so as to enrich the generation and dissemination of knowledge to students, and external audiences helping them to master the learning process and apply knowledge authentically.

File Description	Documents
Paste link to Organogram on the institution webpage	https://bhc.edu.in/organogram.png
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/files/policy.php

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

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

The College's Employee Welfare Policy encompasses a wide range of measures to support the well-being and professional growth of its teaching and non-teaching staff. The policy includes health and wellness initiatives, flexible working hours, and special leave provisions for employees with children having special needs. It also offers a barrier-free environment, professional development opportunities, counselling services, and financial assistance for festivals.The college provides

statutory welfare measures such as EPF, ESI, Maternity Leave, and Medical Leave. It offers non-statutory welfare measures like Marriage Leave, Group Insurance Scheme, Flexi-Timing for employees with special needs, and reduced workload for staff in administrative roles. Financial assistance is provided for research projects, paper presentations, patent registrations, and Ph.D. submissions. Employees and their children benefit from interest-free festival loans, fee concessions, and medical assistance. Awards and recognitions are given to faculty and compassionate ground jobs are offered to the children of deceased employees. The college also provides excellent infrastructure facilities, including a fully air-conditioned gymnasium and an indoor stadium, free access to ICT and library facilities. Various other welfare measures like health and well-being programs, Christmas family gatherings, tours, and COVID-related relief initiatives are organized to ensure the happiness and comfort of employees.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/files/policy/6.3.1%20Staff-welfare-policy.pdf

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

29

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

51

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

392

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college places significant emphasis on maintaining financial transparency and accountability through a well-structured system of internal and external audits. The college employs a full-time Chartered Accountant and an Auditor to handle the accounts on a regular basis, and a statutory auditor conducts an annual review of all financial records. To promote transparency and responsible financial management at the department level, the college conducts an "Administrative Audit" of income and expenditure for each financial year. Each department is required to furnish details of various income and expenditure heads, supported by bills and vouchers, which are then audited by the Internal The college organized a three-day Workshop on Academic and Administrative Audit for its administrative staff, with support from UBCHEA. Moreover, to enhance transparency in financial management, the college's government accounts undergo external audits by officers from the Joint Director of Collegiate Education annually, with an additional review by the Auditor General every five years.

These external audits provide an independent assessment of the college's financial practices.. The External Audit is done by M/s. G.L Associates Chartered Accounts, Tiruchirappalli (GSTIN-33AAVFG3833E1ZD)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhc.edu.in/files/policy/Fund-Mobilisation-Policy.pdf

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

20.95

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

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

The Institution's resource mobilization policy aims to provide quality higher education to all students. It operates through two streams: Aided and Self-Financed. The Aided stream, consisting of 17 programs, receives funds from the government and utilizes student fees for running costs and overheads. In the Self-Financed stream with 37 programs, student fees are used for staff salaries, infrastructure, teaching materials, and assessments. Funds are also generated through institutional activities and endowment contributions from retired staff and alumni. The institution has received significant support from various government and international agencies, including the University Grants Commission, Department of Biotechnology, and others. Additionally, the college engages in resource-generating activities like renting out halls and guest houses, alumni contributions, sports academies' fees, institutional consultancy, and corporate training. Departments mobilize resources through donations and manage them responsibly with

internal and external audits. Optimum utilization of resources, including financial and infrastructural aspects, is a priority. Regular budget reviews and efficient scheduling of classes ensure maximum utilization of available resources, benefitting over 12,000 students across classrooms, labs, library, and sports facilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://bhc.edu.in/files/policy/E-Governance-policy.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC plays a crucial role in achieving Institution's long-term goals. It offers expertise, support, and monitoring to align progress with envisioned milestones. Notable initiatives are

1. Teaching-Learning: Introduction of need-based and innovative programs, establishment of 18 centers, and inclusion of vocational courses.

2. Research and Development: Successful tapping of grants for research projects and collaborative efforts with external agencies. Hosting of Vigyan Sarvatra Pujyate .

3. Community Engagement: Establishment of a training center and community college. Integration of Environmental-Service Learning in curriculum.

4. Infrastructure Development: Addition of classroom blocks, indoor stadium, gymnasium, Golden Jubilee Block, and hostels.

5. Environmental Initiatives: Implementation of various eco-friendly measures, including sewage treatment, solarization, and waste management units.

6. **Institution Linkage:** Signing of 105 MoUs with foreign universities, industries, and other agencies.

7. **E-governance:** Adoption of an in-house ERP system in line with AtmaNirbhar Bharat and Digital India Mission.

8. **Five-Star Status through Academic Audit:** Regular academic audits foster healthy competition and continuous quality enhancement.

9. **Professional Development:** Focus on faculty up-skilling in teaching innovations, authentic assessments, and technological proficiency. Skill-based training for non-teaching staff.

10. **Mentoring of New Faculty:** Orientation programs provide insight into academic areas, institution values, culture, and responsibilities.

IQAC's efforts ensure quality sustenance across all aspects, contributing to overall success .

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/Deanery/iqac.php

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC focuses on reviewing Teaching Learning and Assessment Processes, pedagogy, and technology. Two key initiatives are:

OBE-Based Curriculum: All 51 Programs (UG & PG) align with the Institution's Vision and Mission, emphasizing Whole Person Education. The Curriculum is mapped to Bloom's Taxonomy Levels, enabling learners to understand Program Outcomes, Specific Learning Outcomes, etc. Attainment Calculations are done, and an Articulation Matrix identifies gaps. Recommendations and indirect assessment methods are compared, leading to curriculum revisions. Ongoing attainment assessment and new programs/courses are introduced based on requirements. Course Coordinators create Action Plans for each course, strengthening

the Formative Assessment Loop.

Teaching Learning Assessment Enhancement: a) ICT Enabled Teaching-Learning Assessment: IQAC enhances ICT skills of teaching staff through a one-week workshop. Faculty create SLO videos as e-content, integrating ICT tools into their lesson plans. This promotes engaging learning experiences and periodic SLO attainment assessment. b) Institutional Academic Performance Indicator (API): IQAC designed a tool to assess faculty performance across various parameters like teaching competency, research output, additional responsibilities at college and department levels. A scientific scoring procedure facilitates objective interpretation and enables faculty development. These initiatives ensure a learner-centric approach and continuous improvement of teaching, learning, and assessment practices within the institution.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bhc.edu.in/SSR/CRITERION-VI/6.5.2-Institution-reviews-its-Teaching-Learning-Process.php

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://bhc.edu.in/SSR/CRITERION-VI/6.1.1/AnnuaL-Report-2017-22_Final.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College's Gender Sensitization Policy requires that all students and faculty members entering the institution receive gender sensitization training starting from their first day. As part of this policy, the college provides gender sensitization programs during the Student Induction and Faculty Induction programs. Additionally, gender studies are included in the Part IV of the curriculum, which is compulsory for all undergraduates. The Value Education and Ethics Course offered in the First Year also covers topics addressing gender bias and gender stereotyping in society. In addition to the curriculum, the college organizes various mass awareness programs through the Gender Sensitization Club, Sadhana (the Women's Cell), and the Center for Gender Studies. Reports of some of the events are attached here. Departments and Deanery of Staff and Student Welfare organize programmes related to the Gender Sensitization and the Deanery of Extension Activities conduct Women Empowerment activities for woman in the Adopted Village. Banana Fibre Extraction training was conducted for 92 woman. Woman entreprenuers of trichy are given space in the campus every fifth Saturday free of Cost to exhibit their Product. Womans Day was Celebrated by all the departments honoring woman in the Institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://bhc.edu.in/files/chcf.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**A. Any 4 or All of the above**

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

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The Centre for Environmental Sustainability is responsible for efficiently managing and converting waste into valuable resources.• Through a Memorandum of Understanding (MoU) with Joe Engineering works, the Institution receives assistance in waste management, aiming to transform into a Zero-Waste Institution within two years in the city.• In recognition of their zero-waste practices, the Trichy City Corporation awarded the Institution in August 2022.• Garden's degradable waste is vermi-composted to enrich the soil, with the compost being sold at ?15 per kilogram, generating ?59,300 in revenue from 2020 to 2022.• Food waste from Hostels and Canteens is partly donated as fodder for Poultry farms, while the rest is utilized to produce Biogas.• The main waste produced at the Institution is Paper, which is recycled into folders, files, and gift articles at the Paper Recycling Unit established in 2022.•Waste bins are available in classrooms, corridors, canteens, and hostel kitchens, with green-coloured dustbins dedicated to biodegradable waste like food waste and paper.• E-waste production is minimized through careful maintenance efforts such as using quality power cables, stabilizers, and inverters, and the dysfunctional computers are used in a Computer Assembling and Troubleshooting Unit for student learning.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

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

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**A. Any 4 or all of the above**

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

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

The Institution has an ambiance that promotes the cultural coexistence of everyone. All religious festivals are celebrated. Pongal the Tamil New Year and the Harvest Festival of Tamilnadu was celebrated by the Food and Nutrition Department on 13th January 2021. Pongal was cooked in the Food Science Lab and distributed free of Cost to the college Community. The Department of Commerce also celebrated the Christmas Eve as a Social Project at the "Natpu Sirar Illam" a Home for the destitute Children on the 23th December 2021. Hindi Day was celebrated on 12th September 2021 when students were given the opportunity to share with their peer group, the importance and the beauty of the Hindi language. In the same way Sanskrit Day and French day celebrated by the learners gives them an opportunity to share the joy of teaching a new language and culture to fellow students. Students speaking languages other than Tamil feel elated in joining the celebrations.

The College organizes Muthamil Vizha, a grand celebration of the Art Culture and Literary features of the Tamil language on the 6th and 7th of may 2022. Prominent speakers addressed the students about the richness of the Tamil Culture and the values ethos and the Pride of the Tamil Society.

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

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

Rights and Duties are two sides of a coin. A functional democracy provides rights to citizens as well as requires citizens to do their duty. The college conducted a special event to sensitize students ands Public on respecting the National Symbols and inculcated spirit of Nationalism by organizing a Flag honouring event in Podhavur Village on 14-08-2022.the Deanery of Extension Activities and the NSS volunteers participated in the event. The department of Computer applications organized an E-waste Expo to sensitize students to reduce waste and a COVID awareness Programme. The Human Rights Club organized a one day event on Protection of Human rights under the Indian Constitution that was an eye opener to many. The department of Botany helped in the flood relief rescue operations during an unprecedented flooding of the Uyyakondan canal to the local communities. 112 Volunteers were involved in the work. The Road safety Club organized a talk on the Fourth basic Needs of Humans on the 6th April 2022.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

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

other staff Annual awareness programmes on the Code of Conduct are organized

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

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

Make In India – Start up Day was celebrated on 19th Nov 2021 giving a call to students to Innovate and be Entrepreneurs. The event hosted by the IIC of the college was a great success. Which motivated many students to plunge into start-up ideas. Fitness Day, International Womans Day, national Education Day, NATIONAL Innovation Day, National Pollution Control Day, National Energy Conservation Day were some of the other important days celebrated by the IIC. The Deanery of Academics organized the National Science Day. The weeklong celebration event was part of the Vigyaan Sarvathra Poojyathe, the 75th year of Indias' Scientific Contributions. The events were organized in collaboration with the Depart of Science and Technology and MHRD. International Teachers Day was celebrated by the department of Chemistry when, Best Teacher Awardees Mrs. Asha Devi and Mrs. Beebi Abdul delivered a lecture. Democracy Day was organized by the Department of Computer Science on 15th September 2021, when Mr. Rama Shankar Singh, Advocate, Lucknow High Court Addressed the students through the Zoom Platform.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Title: Popularization of Science and cultivation of a culture of scientific thinking to advance a progressive society.

Objectives: Science explains the world, Helps Improve our Lives, andSolves Problems.Knowledge of science is important to transform the society. Students and Teachers of the College took efforts to popularize science this year along with the MHRD incelebrating the Science and technology advancements in the 75 years of our Independence.

The Practise:National Science Week was celebrated along with the Department of Science and technology from 22.02.2022 to 28.02.2022, when many scientists visited the college and delivered popular lectures. Workshop on Foldscope – Technology and its Uses was organized. .DEMONSTRATION ON SCIENCE BEHIND THE MIRACLES a session on 26.02.2022 was conducted. Mr.Arvind Sreekanth, Magician, Tiruchirappalli addressed 1500 students from various colleges and schools of Trichy. On 27th Feb, 2022 Science & Agriculture was organized.Outcomes:Through the Science awareness week, 2000+ public were sensitized to the recent developments in Science and technology and the achievements of our country to the development of Humanity .The interaction of top scientists of the country with the students and common people was very thought provoking and it served as the platform for the generation of new ideas and also gave scientists a great satisfaction and they found their call and purpose to deliver more to the benefit of the community.Students were motivated to achieve more.This event eventually become the most popular Programme of the Academic Year in the Trichy region.

File Description	Documents
Best practices in the Institutional website	https://bhc.edu.in/NAAC/AQAR/2021-2022/CRITERION-VII/Report%20of%20Science%20Week.pdf
Any other relevant information	https://bhc.edu.in/Deanery/document/academics/2017-2022.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Title: To Serve and Not to be Served

Objectives: Service to Society is a Core Value of the Bishop Heber College. The college aims to inculcate spirit of service to the students and make them future leaders who wish to serve and do not expect service to be rendered to them, who can take the lead in social change and be the change agents themselves.

The Practice and Outcomes: By creating service opportunities to students as part of the curricular and co- curricular components, a spirit to do voluntary service to the society is instilled in all the students.Students take part in Projects of the Institution in the Adopted Villages and directly involved in the training programmes that contribute to the development of the Village communities. Training to woman in banana Fibre Extraction, preparation of value Added products from Milk have student volunteers' part. Swachh Bharat Programmes: The College being part of the Unnat Bharat Abhiyaan Scheme, takes efforts to audit the progress of the various development schemes in the village. House Holds Surveys are conducted as per the UBA directives andStudentstake part in the Gram Sabha Meetings of a few villages.This academic year all the Village Panchayat leaders of the Adopted village were invited to the college premises and were honored for their services.

File Description	Documents
Appropriate link in the institutional website	https://bhc.edu.in/Deanery/document/ea/REPORT%2021-22.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action for the Academic year 2022- 2023

1. **The Institution has plans to create Centres for specialised studies and for the development of some projects of the College. Centre for Value Life Oriented Education, Centre for Gender Studies and Centre for Publication are some of the centres. The Institution wants to promote some research departments by giving them special infrastructural uplift and make them as centres which will be utilized by many.**

2. **The College wants to establish a specialized centre for the development of teaching skills for a digital era. To upskill teachers, a Centre for teacher Excellence is to be created with a Lecture Capturing System and the necessary software to enable teachers, record their lectures and Broadcast it live or host it on MOPOCs Platforms.**

3. **The college is planning to create a state- of the art Outbound Learning Centre in its premises with equipment for Obstacle Courses and Challenging Physical Activities. The Centre will soon be open for public utility and for the benefit of students**

4. **The College wasn't to develop a Learning Management System for its own. The Heber EduNET will be a learning platform catering to the needs of 13000+ students and 500+ faculty.**

5. **The Heber Golden tag – A Portfolio for every student to display their achievements, and special skills and Talents. This portal is being developed and Hosted by the IT support of the College.**